

حمل الآن

مجاناً وحصرياً

المراجعة رقم (1)

الترم الثاني



Lesson 02

Ethics of Using Artificial Intelligence



Artificial Intelligence (AI): It is technology that is able to use human traits of problem-solving, reasoning, and decision-making to perform tasks.

Some common AI tools :

Tool	Usage
✓ Facial Recognition	Unlock your devices
✓ Navigation Apps	Guide you to a destination
✓ Smart Home Devices (such as smart thermostats)	Regulate temperature
✓ Digital Voice Assistants	Respond to questions/requests
✓ Email Spam Filters	Prevent dangerous email from reaching your inbox
✓ Social Media Sites	Make connection suggestions to users
✓ Chat Windows on Websites	provide responses from 'chatbots'
✓ Interactive Learning Programs	personalized for each user's unique abilities
✓ Language Processing Tools	Provide information - Formulate your writing or responses (texts, emails, coding, and essays)



Artificial intelligence (AI) depends on algorithms to teach it how to learn to problem-solve, use reasoning and make decisions.

The Ethics for AI designers

Inclusive: AI tools should be inclusive to all users, not just a select group.

Unbiased: Data should be based on fact, not opinion or personal views.



Beneficial: AI tools should be used to help society, not to take advantage of it.

Transparent: Be willing to explain how the AI tools work.

Protective: User privacy and security must be considered when designing AI tools.

Accountable: If an AI tool doesn't work as it should, admit the mistake, determine what went wrong and explain what is being done to fix it.



- Users of AI should also be ethical, using AI tools to help themselves, others, and society.
- Do not use AI tools to invade people's privacy, cheat or cause harm.
- Language processing tools are invaluable resources, but they can be misused to plagiarize work, create misinformation and impersonate people.
- Users must ensure that the AI tool's developer follow a code of ethics.

Lesson 03

E-Commerce



E-commerce: is the buying and selling of goods and services on the internet.

- ✓ There are many online shops. It can be a bit **overwhelming** for some consumers.
- ✓ Experienced consumers use technological research tools to help them make the best purchasing decisions.

Some technological research tools that for shopping online:

Search Engines

Comparison Websites

Online Reviews

1 - Search Engines

Search engines can be used to find information, including **product** and **website information**.

They provide articles about products, and links to relevant shopping sites.

They can help **consumers** make their decisions.



2 - Comparison Websites

Consumers use comparison websites to help them **compare products**. Comparisons could be based on **price**, or **quality** of the product.



3 - Online Reviews

Online reviews by consumers, or even friends or family members on social media, can also be valuable.

Consumers need to be careful. Some reviews may be fake or exaggerated. Information from family and friends is always a helpful way to evaluate potential purchases.



Stocks and bonds

A stock exchange : is a market where people can buy and sell shares (stocks).

The shares: are equal parts into which the ownership of the company is divided.

Stocks give the individual a **percentage of ownership** in a company.

The individual **makes** or **loses money** depending on the company's performance and activity. This process can be quite **risky**.

Companies may **lose** business and money because of **competitors** or **reviews**.

Negative online news stories (including rumors and lies) can also affect companies' business.

Companies can also sell **bonds** to help raise money.

Individuals may choose to purchase stocks to support a company they trust.

For example, a person might want to invest in a green company that helps to preserve the environment.

Stocks and bonds can be bought, managed, and sold through **trusted** and **official websites**.



Lesson 04

Communicating with Educational Service Providers



Educational service providers (ESPs) include:

Profit organizations

Non-profit organizations

- ESPs provide educational support.
- They are sources of information which a student can potentially learn from.

ESPs may include:

Online libraries

Educational publishing sites

Online museums

Alexandria Library and Egyptian Knowledge Bank are two well-known ESPs.

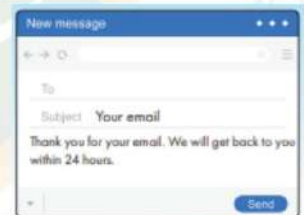
You can contact ESPs:

Formally (Email)

Less formally (Chat windows)

E-mail

- ✓ You can contact ESPs to help you with research or other educational needs.
- ✓ For example, you can send an email request. It's important to be formal when writing to an ESP.
- ✓ Sometimes you may get an automatically generated reply thanking you for your email, and letting you know when you will receive a reply.



Chat windows

You can also communicate with some ESPs using **chat windows**, if they are included on their website. Here, you can be a bit **less formal**. However, you must still be polite and also be clear in your request.

Chat windows usually have **chatbots** for responses.



Chatbots : aren't real people. They are **artificial intelligence (AI) computer programs** designed to respond to questions online.

When communicating using chat windows, it's essential to be as **clear** and **focused** in your request as possible. Otherwise, you may not get an accurate or relevant response.



Lesson 05

Computational
Communication Tools

- There are other tools of cloud computing that you can use to communicate with everyone at the same time (real-time communication).
- This can be done by using digital tools, such as:

Video chats

Live television shows

Instant chat rooms

- Real-time communication often allows you to get your message across in a more engaging way.
- Two popular video conferencing platforms are:

Microsoft Teams



Google Meet



Some tips for using video conferencing software via the Google Meet platform:

To create a Meet: Click on New Meeting. – Then click on the option that works for you. The option to **start a meeting instantly**, or to **create a meeting for later**. Once you have created your meeting, copy the meeting link that Google provides. Share it with the meeting participants.

To join a Meet, there are two ways you can join a meeting:

- You can copy and paste **the invite link** into your browser.
- You can also enter the link into the **"Enter a code or link"** field. Then, click **Join**.

Once you're in the Meet, you will be asked to approve the use of the microphone and camera. Click on the microphone icon for audio and the camera icon for video. To turn off the camera or microphone, just click on the icon again.

Before making a video conference, remember to double check your connection and software. Fix any glitches.

During your video conference, remember that participants will be able to see you unless you turn off your camera. Dress appropriately, and be sure to smile and appear friendly. Check that your microphone is on when you're speaking, and mute it when you're not.

After your video conference, send a follow-up email. In your email, include a summary of the meeting or a link to the recording of the meeting if it was recorded.



Lesson 06

Programming and Digital Problems and How to Solve Them



Programming languages

Programming languages: are commands that are provided in sentences for writing computer programs.

HyperText Markup Language (HTML): is a language commonly used to create web pages.

Static web content is set and **remains the same** to every user who visits the website.

Dynamic web content is content that can be **changed** based on the individual user's interactions with the app or website.

HTML is used to create **static** web content.

JavaScript is a programming language allows the creation of **dynamic** web content.



Common digital problems

Problem

Possible solutions

Corrupted file



- Check that the file downloaded correctly. If you're not sure, **delete** the corrupted file and **download** it again.
- Try opening the file using **another program**.
- Make sure your software version is **up-to-date**. If it isn't, run the necessary updates.

Device won't charge



- Make sure your **charging cable** is functioning. If it isn't, **replace** it with a new cable.
- Be sure there are no issues with your **electricity** or **socket** at home.
- Check for **dust** and **water** in the charging port. Clean the port or remove the water by following the instructions from your device's provider (you can ask your teacher for help).



Problem

Forgotten password



Possible solutions

- Click on the **link** that confirms you forgot your password. Follow the steps to create a **new password**.
- In the future, use a **password manager** application. Set up strong unique passwords for each account and remember the **master password** for the password manager.

Accidental file deletion



- Make sure you can see the “**Recycle Bin**” or “**Trash**” feature on your computer, which **temporarily** stores deleted files.
- Regularly **back up** important files to an external hard drive, or cloud storage service.

Error message When trying to save a file



- Make sure you're not using the name of **another file**.
- Check that you have the right to **access** the file storage location, such as a local hard drive or cloud storage.
- Check to see if your **file name** includes “**special characters**”, which can prevent the file from saving properly



Lesson 07

USING PHOTO EDITING TOOLS



- You can use **Photo editing software** to alter images, making them look more professional.
- Graphic designers, photographers, and other creative professionals often use expensive software such as **Adobe Photoshop**.
- You can use similar tools for free with **GNU Image Manipulation Program (GIMP)**.
- GIMP** is an **open-source** software that can be used on different operating systems.
- The **GIMP** program is another creation tool that you can use for **presentations**.



Some of the things you can do with GIMP

1 - Retouching

- This **enhances the photo** to make it look more beautiful.
 - Correct flaws** in the photo.
Ex.: Change red eyes from camera glare to the original color, make skin look smoother, or change the color of a jacket to make it brighter.
 - Change the background**.
If the photo was taken on a cloudy day, you can make the sky seem brighter.



2 - Blending

- This **combines two images** to make them look like one.
- This is useful when you present an idea for something that doesn't exist yet or show what something might look like.



3 - Special effects

- You can use different **filters** to add special effects to an image.
- EX.: you can make it look like something is moving in the photo with **motion blur**, or make it look very old with the **artistic filter gallery**.



- » GIMP is an **efficient** and **light** program, so it doesn't take up a lot of space on your hard drive.
- » It's a **widely** used program; there are online resources available to help you learn how to use it.
- » Although it has a large number of tools, you can customize the interface to show only the tools that you need. You can also create keyboard shortcuts to select tools easily.
- » You can download the main GIMP software.
- » There are many websites that allow you to use GIMP to edit photos online.
- » GIMP supports different file formats, and you can convert the image to different formats, such as: - **PDF** - **GIF** - **JPEG**.

Lesson 01

Explorer in action



Ms. Sonika Manandhar is:

- 1- financial technology entrepreneur
- 2-National Geographic Explorer
- She is from **Nepal**.
- Her studies focused on:
The engineering field, and robotics and artificial intelligence at Singularity University at NASA, in California.



Improving the Environment

- Ms. Manandhar uses her X™, formerly known as Twitter®, and Instagram accounts to spread awareness of the benefits of green micro-entrepreneurs for society.
- Ms. Manandhar wanted to use her knowledge to improve the local environment in Republic of Nepal by reducing the **carbon emissions rate**.
- She saw that using small **electric buses** could reduce the emission rate.
- She noticed that most of the **minibus drivers** in the capital Kathmandu were **women**



The fintech company Aloï

- In 2019, Ms. Manandhar co-founded the fintech company **Aloï**.
- **Aloï** is a company that helps people use financial services.
- **Aloï** helps **women minibus drivers** in the Republic of Nepal to get **low-interest loans**. These loans are used to:
 - 1- Buy electric minibuses
 - 2- Upgrade existing electric minibuses **with long-lasting lithium-ion batteries**.
- They receive and repay the loans through the **company's platform**, which is **simpler** and **faster** to use than most current bank loan procedures.
- When the **funder approves a loan**, the business owner gets a **digital token**.
- She spends the token with an approved seller, such as an electric vehicle seller.
- Then the business owner pays the funder back each month from the profits of her business.
- All financial transactions are sent via **SMS** (text), without the need to use the internet.
- The platform reports the payment information, so the funders know exactly how the loans were spent and how much is paid back.
- Passengers can **schedule rides** on the company's website and make payments using **digital tokens** or **mobile wallets**.



Egypt's First Electric Car

- As part of its strategy to adopt a **green economy**,
- Egypt launched its first locally manufactured **electric car**.
- In February 2023, the Arab Academy for Science, Technology and Maritime Transport announced the vehicle's specifications.
 1. The vehicle is designed to accommodate **five** people.
 2. Its maximum speed is **60** km/hr
 3. It uses a **lithium-ion battery**.
- The electric car is expected to have an **affordable** price for the Egyptian market.



Note:

- In Nepal, Riders can schedule and pay their rides using social media messaging tools on **Facebook** and **Instagram** with the digital platform's tokens or their own **mobile wallet**.
- Mobile wallet** is an app for storing money used to:
 - 1- Send and receive funds
 - 2- Pay bills
 - 3- Book travel tickets
 - 4- Subscribe to services
 - 5- Allow users to access their money and use it electronically anywhere and at any time.

Lesson 02

OPERATING SYSTEMS AND SOFTWARE



Operating System (OS)

It is the software that manages a computer's functions, runs and coordinates the communication between the software and hardware, and allows a user to communicate with the computer easily.



- Operating System (OS)** is the most important software on your computer. Without it, your computer is useless.
- OS ensures that all the software that is running at the same time gets what it needs from the Central Processing Unit (CPU), memory, and storage. This keeps your computer running smoothly.
- When you buy a computer or device, it usually has a **pre-loaded OS**.
- Most laptops and computers have **Microsoft Windows** pre-loaded, which is often used in schools and organizations.
- Apple Macintosh computers use **macOS**.
- You have to pay for different software for each of these operating systems, and macOS is generally more expensive.
- Smartphones and tablets use different operating systems, such as **Android** and **iOS**.



Mac OS



Changing the System Settings

- You can change the settings of an **OS** by using a **system settings control**.
- These controls have different names and appearances depending on the OS:

- **Windows:** Control Panel - **iOS:** Control Center - **macOS:** System Preferences



Windows Control Panel

- On most computers, you can locate the Control Panel by typing "Control Panel" into the search box in the taskbar.

All adjustable hardware and software settings and configurations can be modified in the Control Panel.



Example 1 Adding a New Wireless Printer

- 1- Select **Hardware and Sound**
- 2- Then **Add a device**
- 3- Select the one you want to add to your computer.



Example 2 Removing a Device

- 1- Select **Hardware and Sound**
- 2- Then **Add a device**
- 3- Select **Remove**.

The changes you make in the Control Panel are automatically applied to other software in your computer.

Example 3 Downloading a New Font

- 1- In the Control Panel, click on **Fonts**.
 - 2- **Drag and drop** the font file from your **Downloads** folder into the fonts library.
- Then, when you open any Microsoft Office program, the new font will be available in the fonts drop-down menu.

The **layout** and **graphical interface** of the Control Panel is different in each version of Windows since programmers try to improve it each time an updated OS is released.

Installing and Removing Programs

- Some software installs **automatically**.
- For example, when you **plug a new printer** into a PC, Windows downloads the correct software so you can use it immediately.

It is also simple to **remove** computer programs from your computer using these steps.

Removing a program in Windows

- Open the **Control Panel**. Select **Programs**.
- Then select **Programs and Features**.
- Find the program you want to uninstall from the list.
- Right-click on it or press and hold, then select **Uninstall** or **Uninstall/Change**.
- Follow the directions on the screen.



Removing a program in Android

- Open **Google Play Store app**, then tap on the Profile icon.

Tap **Manage apps & devices**, then **Manage**.



Press and hold the name of the app you want to uninstall, then tap **Uninstall**.

Note:

- **Linux** is a family of **open-source** operating systems, which includes variants such as **Fedora**, **Linux Mint**, and **Debian**.
- **Open-source** means that anyone can run Linux for any purpose and make changes to it. It can be distributed by anyone around the world.
- Operating systems that use Linux often **run faster** and **more efficiently** than other OS, such as **Windows**.

Lesson 03

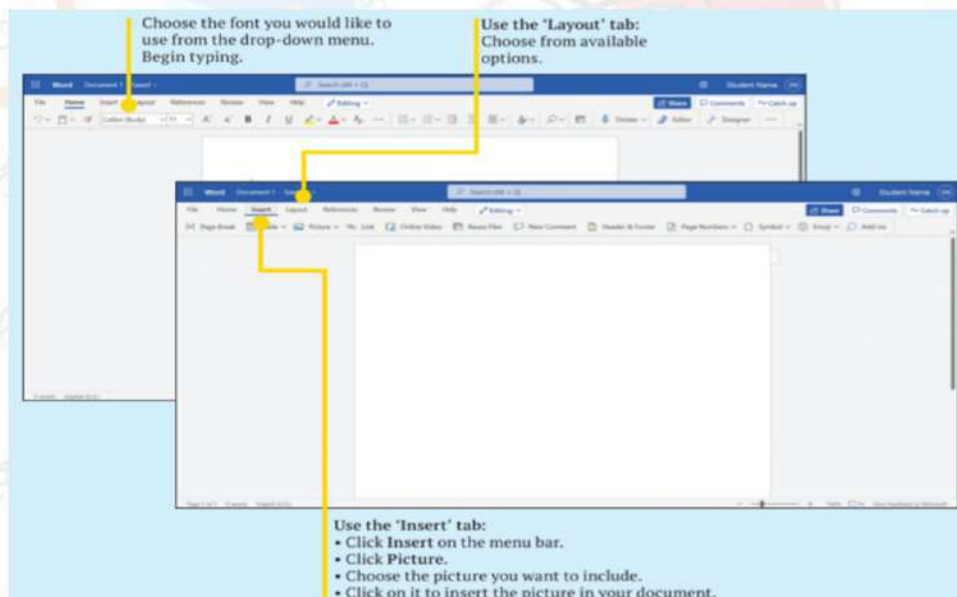
WRITING AND SHARING REPORTS



Writing a report in Microsoft Word



- **Microsoft Word** is still the most reliable creation tool to use for **writing reports** to share information.
- You've become quite comfortable writing reports in Microsoft Word and using **Microsoft Word tools**.
- To choose between different designs in **Microsoft Word**: Click on the **Layout** and **Insert** tabs and choose the elements you want to include.



Microsoft Word tools

Formatting tools

- To:
- Add bold, and italicize words
 - Set up headings
 - Create tables
 - Insert images, hyperlinks, and footnotes.

Editing tools

- To
- Check reports for spelling, grammar, and conciseness.

Preview tools

- To
- View a document before saving or printing.

Messaging Services

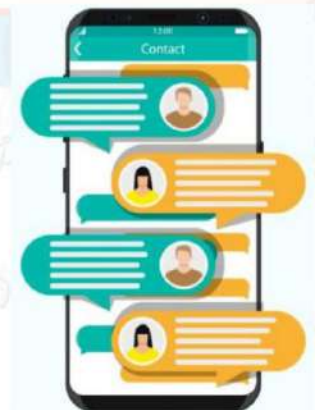


- You can use messaging services, such as the **WhatsApp** to:
 - Communicate ideas.
 - Share information.
- You might also use messaging services to collaborate on a group project or to seek feedback from classmates or teachers.
- Like text messaging, messaging services allow you to send:
 - Text
 - Images
 - Voice messages
 - Videos
- You can include **one person** in a chat, or **many people**.

Advantages of messaging services like WhatsApp over standard text messaging

- Since they use the internet, messages are almost always **free** to send and receive.
- There are no special prices to worry about when messaging someone from across the world.
- Messages sent are **encrypted** – only the intended recipient will be able to see the message.
- Messaging services are compatible on any device and with both Android and Apple products.

There are **no restrictions**.



Lesson 04

CREATING A PRESENTATION



- You can use **Office Suite** to create presentations to express opinions and ideas.
- A suitable design can make presentations engaging and visually appealing.



Microsoft PowerPoint

- It includes **drawing** and **writing** tools to create text. **animation** options to add movement to sentences and words on your slides.
- You can use Microsoft **PowerPoint** to create **presentations** to communicate ideas and opinions.
- PowerPoint has easy-to-use tools to help make material visually appealing to interest viewers.

Tools for creating a presentation in PowerPoint

Tool	Usage
Design tab >> Slide Size	<ul style="list-style-type: none"> Click on it to choose the size of your slide Choose Standard or Widescreen. Customize your own slide size.
Design tab >> Themes and Variants	- These tools help you to choose a style for your presentation, including design and text placement.
Save As >> PDF option	- To save your presentation as a PDF file before printing to <u>keep its formatting</u> .
Edit in Review mode	<ul style="list-style-type: none"> To review your presentation. In Review mode, you can make your changes, if there any text errors or issues with the layout.
File tab >> Print	- To see a final preview of your flyer and click Print.
Insert tab >> Pictures	<ul style="list-style-type: none"> To add pictures to your presentation to help get your message across. You can upload pictures from an online picture bank, a screenshot, or from your photo album.
Insert tab >> Text box	<ul style="list-style-type: none"> to write your Text Use the Text Box to carefully craft your message. You can also use SmartArt but make sure it's easy to read. Remember the 10-20-30 rule when it comes to text size!

10-20-30 Rule

- Slides** shouldn't be more than **10** slides
- Duration** shouldn't be longer than **20** minutes
- Fonts** shouldn't be smaller than **30** point size



Lesson 05

CREATING A DATABASE



- **Databases** store a large amount of information in a computer system.
- The data can then be easily analyzed or changed to meet the needs of users.
- Databases can be used to **collect information** about people, places, or things. **Ex:** 1- A teacher may have a secure database that includes student information such as their **student number** in the school, records and **class name**.
2- A business may have similar databases for keeping track of employees' information.
- **Note:** All data must be managed in compliance with Egypt's Data Protection Laws.



Creating a Database in Microsoft Excel

- You can use **Microsoft Excel** to create databases.
- The steps below explain how to add students numbers, names, and birth dates to create a database in Microsoft Excel:
- **Step 1:** Click on cells A1, B1, C1 to type in the column headings or field names that you want to add.
- **Step 2:** ID number: 1111-11-001. Type the ID number in the correct column.
- **Step 3:** Class name. Type the class name in the correct column, then move to the next column.
- **Step 4:** Student's name. Type the student's name in the correct column.
- To add additional information columns to a database:
 - 1- Right-click the top of the column
 - 2- Select **Insert Column**.
 - 3- Add your column heading.



- When you type in numbers, such as a date, Excel will automatically format them.



ID Number	Class Name	Student's Name
1111-11-001	Class 1	Student 1
1111-11-002	Class 1	Student 2
1111-11-003	Class 1	Student 3

Using Common Excel Tools

Sorting Adding(+) Subtracting(-) Multiplying(*) Dividing(/)

- **Sort:** Go to the **toolbar** >> **Data** >> **Sort**.



- Excel lets you manipulate numbers in your database by adding **formulas**.
- You can also add text (such as names) to cells, with or without using a formula.
- **To create a formula:** Type "=" in the cell. This lets Excel know you are creating a formula.

Lesson 06

CREATING DIGITAL PROJECTS

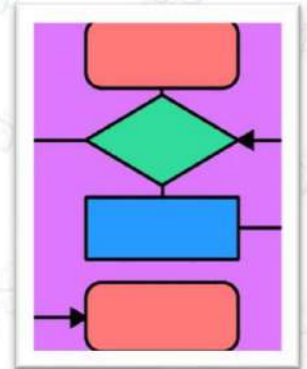


- PowerPoint is a useful presentation tool to share information with others.
- It allows you to share information not just via **text**, but also via **visuals** such as:
 - images
 - videos
 - animations
 - graphics.
- **Visuals** in a presentation are appealing additions to any presentation.
- PowerPoint also helps you to understand the material better than just plain text.



Flowcharts

- Another tool you can include in a PowerPoint presentation is a **flowchart**.
- A **flowchart** illustrates a series of steps.
- You can use it for visualizing, planning, presenting, and tracking progress of a task or project, including a coding project.



How to create a flowchart in PowerPoint?

1. Via the **Insert tab**, click on **SmartArt**.
2. Click on **Choose a SmartArt Graphic**.
3. Select **Process**.
4. Click on a flowchart to review its description in the dialogue box.
5. Choose the flowchart you want to use.
6. Click **OK**.
7. Click on **[Text]** in the flowchart to add your information.



How to change colors of your flowchart?

- You can change the colors of your flowchart to make it more visually appealing
 1. Select the slide and flowchart.
 2. Click on **SmartArt Design**.
 3. Click on **Change Colors** or choose an option using **SmartArt Styles**.
 4. Choose your desired color.

Remember

- When you give a presentation, speak **clearly** and **slowly** – and **confidently**!
- Give your audience an **introduction** about the purpose of your presentation.
- **Practice** your presentation **in advance**.
- Make sure you point towards the different sections of your flowchart.





Second Term Questions Bank



Question 01

choose the correct Answer

- 1 PowerPoint presentation can include
 (a) text and images (b) videos and graphics (c) animations (d) all of them
- 2 Smartphones and tablets use operating system.
 (a) android (b) iOS (c) both a and b (d) mac OS
- 3 All Aloï's financial transactions are sent via , without the need to use the internet.
 (a) Email (b) WhatsApp (c) Bank account (d) SMS
- 4 Messaging services, such as used worldwide for communication.
 (a) GIMP (b) Scratch (c) WhatsApp (d) Aloï
- 5 GIMP is a program.
 (a) free (b) paid (c) high coasted (d) expensive
- 6 tools in Microsoft Word allows you to insert images, hyperlinks, and footnotes.
 (a) Review (b) Editing (c) Preview (d) Formatting
- 7 uses human traits of problem-solving, reasoning, and decision-making to perform tasks.
 (a) AR (b) AI (c) VR (d) none of them
- 9 The recommended rule to follow in a PowerPoint presentation is
 (a) 5-10-15 (b) 10-20-30 (c) 20-30-40 (d) 20-40-60
- 10 The first Egyptian electric car uses a battery.
 (a) nickel-cadmium (b) lead-acid (c) lithium-ion (d) carbon
- 11 Be sure the AI tool's designer or company a code of ethics.
 (a) neglect (b) ignore (c) Follow (d) a and b
- 12 To add a flowchart in PowerPoint, click on tab.
 (a) Home (b) Design (c) Animations (d) Insert



- 13 You can use technology to unlock your devices.
 (a) navigation apps (b) Paint app (c) facial recognition (d) Email spam filters
- 14 is the buying and selling of goods and services on the internet.
 (a) E-learning (b) Stock exchange (c) E-commerce (d) Super market
- 15 Apple Macintosh computers use operating system.
 (a) iOS (b) Linux (c) Windows (d) macOS
- 16 Consumers use to compare products.
 (a) comparison websites (b) Google (c) social media (d) stocks
- 17 In Excel, when you write numbers such as a date, Excel will
 (a) change them to text (b) delete them (c) automatically format them (d) Non of them
- 18 are sources of information which a student can potentially learn from.
 (a) ISPs (b) ESPs (c) Online shopping sites (d) Chat windows
- 19 The option is used to change the color of the flowchart in PowerPoint.
 (a) Design (b) Format (c) SmartArt Styles (d) Animations
- 20 help you formulating your writing or responses to something.
 (a) navigation apps (b) Language processing tools (c) Programming languages (d) Learning programs
- 21 tools in Microsoft Word used to check reports for spelling, grammar, and conciseness.
 (a) Preview (b) Editing (c) Formatting (d) Animation
- 22 The maximum recommended duration for a PowerPoint presentation is minutes.
 (a) 5 (b) 10 (c) 20 (d) 30
- 23 You can communicate with ESPs
 (a) formally (b) less formally (c) both a and b (d) none of them
- 24 Experienced consumers use to help them make purchasing decisions.
 (a) guesses (b) research tools (c) negative stories (d) online shops



- 25 Ms. Manandhar wanted to reduce the carbon emissions rate by
- a using petrol cars b using gas cars c using electric cars d none of them
- 26 have links to relevant shopping sites.
- a Comments b SMS c Animations d Search engines
- 27 is an open source image manipulation program that used on different operating systems.
- a HTML b GIMP c Adobe Photoshop d Mac OS
- 28 To create a meeting in Google Meet, Click on
- a new meeting b Join meeting c leave meeting d end meeting
- 29 The system settings control called in Windows.
- a Control Center b Control Panel c System Preferences d System manager
- 30 To create a simple formula in Excel, first type in the cell.
- a sign "x" b sign "+" c sign "/" d Sign "="
- 31 When you aren't speaking in an online meeting, it is recommended tothe microphone.
- a turn on b remove c mute d none of them
- 32 You can correct..... in a photo using GIMP.
- a flaws b codes c audio quality d video frames
- 33 Digital voice assistants are primary used to
- a play music b Respond to questions/ requests c regulate temperature d cook food
- 34 When presenting a PowerPoint presentation, you should speak
- a Clearly b slowly c confidently d all of them
- 35 Once you're in the Meet, you shouldthe use of microphone and camera.
- a approve b remove c Ignore d turn off
- 36 Smart thermostats are smart home devices that use AI to
- a regulate temperature b play music c clean the room d play games
- 37 Fonts shouldn't be smaller than point size in PowerPoint presentation
- a 30 b 40 c 48 d 50



- 38 Google Meet™ is a
 (a) search engine (b) email service (c) video conference app (d) web browser
- 39 To create a site with regularly updated information, programmers use
 (a) HTML (b) Email (c) JavaScript (d) Scratch
- 40 A teacher may have a secure database that includes student information such as their
 (a) class name (b) records (c) student number (d) all of them
- 41 Egypt's first electric car is designed to accommodate people.
 (a) 3 (b) 5 (c) 7 (d) 14
- 42 Chat windows are AI tools that provide responses from
 (a) Virtual reality (b) printers (c) Chatbots (d) SMS
- 43 After sending an email to an ESP, you may receive
 (a) automatically generated reply (b) instant response (c) personal phone call (d) SMS
- 44 You can change the color of flowchart in PowerPoint by clicking on then change color.
 (a) WordArt (b) Format (c) SmartArt Design (d) Insert
- 47 The basic tools in Microsoft Teams and Google Meet are
 (a) similar (b) different (c) variable (d) opposite
- 48 give the individual a percentage of ownership in a company.
 (a) Reviews (b) Stocks (c) Bonds (d) Liabilities
- 49 "Retouching" feature in GIMP software involves
 (a) writing codes (b) editing videos (c) add filters (d) enhancing photos
- 50 Consumers should be careful because Some reviews may be
 (a) exaggerated (b) fake (c) both a and b (d) none of them
- 51 Slides shouldn't be more than slides in a PowerPoint presentation.
 (a) 5 (b) 7 (c) 8 (d) 10
- 52 is an example of paid photo editing software.
 (a) HTML (b) MS word (c) Adobe Photoshop (d) GIMP



- 53 If your device won't charge, you should check
 (a) charging cable (b) home's electricity (c) both a and b (d) software update
- 54 Aloi is a company helps people to get loans.
 (a) fintech (b) education (c) healthcare (d) games
- 55 is content that remains the same to every user who visits the website.
 (a) static content (b) dynamic content (c) interactive content (d) all the previous
- 56 You can use to create databases.
 (a) Facebook (b) MS Teams (c) MS Paint (d) MSExcel
- 57 Data used in AI should be based on
 (a) personal views (b) facts (c) opinions (d) lies
- 58 You can use different to add special effects to an image in GIMP.
 (a) filters (b) flaws (c) links (d) codes
- 59 By using blending feature in GIMP, you can two images.
 (a) separate (b) combine (c) delete (d) double
- 60 To prevent accidental file deletion, you should
 (a) Delete files regularly (b) Ignore important files (c) Regularly back up important files (d) create new password
- 61 Chatbots are
 (a) real people (b) Antivirus (c) AI software (d) games
- 62 You can insert flowchart in PowerPoint via Insert tab, then
 (a) Chart (b) WordArt (c) Picture (d) SmartArt
- 63 The web Content that changes based on user interactions is called
 (a) static content (b) fixed content (c) dynamic content (d) both a and b
- 64 After creating your meeting, copy a that has been provided.
 (a) text (b) link (c) page (d) image
- 65 Egypt is launching its first electric car to adopt
 (a) self-driving cars (b) increasing emission rate (c) Green economy (d) environmental pollution



- 66 If a file is corrupted, you can
 (a) Delete it and download it again (b) Open it with another program (c) both a and b (d) replace the keyboard
- 67 tab in PowerPoint allows you to choose a style for your presentation.
 (a) Design (b) Insert (c) Save As (d) Preview
- 68 are instructions that are provided in code for writing computer programs.
 (a) computer hardware (b) Games (c) programming languages (d) software applications
- 69 You can make image look like something is moving in the photo with
 (a) motion blur (b) generic filter (c) artistic filter gallery (d) none of them
- 70 In Excel, go to the toolbar, Data, then click on, to arrange information alphabetically.
 (a) Layout (b) Format (c) Design (d) Sort
- 71 is not typically included in a formal email to an ESP.
 (a) Greeting (b) Emojis (c) Email address (d) endings
- 72 HTML is commonly used for creating
 (a) AI software (b) web pages (c) mobile apps (d) games
- 73 The system settings control called in macOS.
 (a) Control Center (b) Control Panel (c) System Preferences (d) System manager
- 74 AI tools should be used to society, not to take advantage of it.
 (a) harm (b) help (c) Damage (d) hack
- 75 Egypt's first electric car maximum speed is km/hr.
 (a) 60 (b) 90 (c) 100 (d) 120
- 76 Messaging services are compatible with operating system.
 (a) Android (b) iOS (c) both a and b (d) none of them
- 77 Companies can sell to raise money.
 (a) bonds (b) stocks (c) Reviews (d) lies
- 78 Click on to add information to a flowchart in PowerPoint.
 (a) [Text] (b) [Chart] (c) "Design" (d) "Home"



- 79 A person who wants to help the environment invest in company.
 (a) outboard (b) green (c) fast food (d) clothes
- 80 The system settings control called in iOS.
 (a) Control Center (b) Control Panel (c) System Preferences (d) System Manager
- 81 You can contact ESPs using
 (a) E-mail (b) chat window (c) both a and b (d) SMS
- 82 is not a video conference platform.
 (a) Google Meet™ (b) Microsoft Teams (c) Instant chat rooms (d) Skype
- 83 To see a final preview of your presentation before printing, click on tab.
 (a) Design (b) File (c) Insert (d) Animation
- 84 GIMP is an software that can be used on different operating systems to change images.
 (a) close source (b) open source (c) paid source (d) All of them
- 85 store(s) a large amount of information in a computer system.
 (a) Search engines (b) Social media (c) Stock exchange (d) Databases
- 86 Ms. Sonika Manandhar is from
 (a) USA (b) Nepal (c) Kenya (d) Egypt
- 87 If an AI tool doesn't work as it should, you should
 (a) admit the mistake (b) blame the user (c) ignore the mistake (d) all of them
- 88 are equal parts into which the ownership of a company is divided.
 (a) reviews (b) bonds (c) Prices (d) Shares
- 89 The layout and graphical interface of the Control Panel is in each version of Windows.
 (a) different (b) the same (c) typical (d) all of them
- 90 Navigation apps use to guide you to a destination.
 (a) AI (b) VR (c) AR (d) SR
- 91 Educational Service Providers (ESPs) include organizations.
 (a) profit (b) non-profit (c) both a and b (d) none of the previous



- 92 prevent dangerous email from reaching your inbox.
 (a) Chat windows (b) Navigation apps (c) interactive learning programs (d) Email spam filters
- 93 You can make an image look very old with
 (a) motion blur (b) generic filter (c) artistic filter gallery (d) none of them
- 94 Messages sent via WhatsApp are
 (a) encrypted (b) hacked (c) unencrypted (d) public
- 95 tool can be used to add movement to sentences and words in PowerPoint.
 (a) Writing (b) Design (c) Transition (d) Animation
- 96 To add a new wireless printer in Windows, You can select, then add a device.
 (a) System and Security (b) Hardware and Sound (c) Network and Internet (d) Programs and Features
- 97 Ms. Manandhar studies focused on the at Singularity University.
 (a) AI (b) robotics (c) engineering field (d) all the previous
- 98 not considered visuals in PowerPoint presentation.
 (a) Images (b) Music (c) Videos (d) Graphics
- 99 The purpose of photo editing software is to
 (a) write documents (b) surf the internet (c) alter images (d) record videos
- 100 Excel lets you manipulate numbers in your database by adding
 (a) text (b) pictures (c) filters (d) formulas

Question 02

put (√) or (×)

- 1 A flowchart in PowerPoint illustrates a series of steps. ()
- 2 Sorting data in Excel involves going to the toolbar and choosing the Format option. ()
- 3 Without an operating system, your computer will become useless. ()
- 4 Sending a photo using WhatsApp doesn't require internet access. ()
- 5 In PowerPoint, Review mode allows you to check any text errors or issues with the layout. ()



- 6 In Windows, the system settings control is called Control Center. ()
- 7 Office Suite can be used to create presentations to express ideas. ()
- 8 Email Spam Filters can help harmful Emails reach your inbox. ()
- 9 The changes you make in the Control Panel are automatically applied to other software. ()
- 10 Microsoft Excel cannot be used to create databases. ()
- 11 You can include a summary of the meeting in your follow-up email. ()
- 12 You can create tables by using Formatting tools in Microsoft Word. ()
- 13 Comparisons websites are only based on the color of the product. ()
- 14 You cannot preview your presentation before printing. ()
- 15 Using electric cars as a part of Egypt's strategy to adopt a green economy. ()
- 16 You should use AI tools to invade people's privacy, cheat, or cause harm. ()
- 17 You can find online resources to learn how to use GIMP. ()
- 18 PowerPoint allows you to share information via text only. ()
- 19 MacOS is generally more expensive than other operating systems. ()
- 20 GIMP can only be used on windows devices. ()
- 21 Dust and water in the charging port can prevent a device from charging. ()
- 22 The electric minibuses could increase the emission rate. ()
- 23 You can view a document before saving or printing by using Preview tools in Microsoft Word. ()
- 24 You can choose the size of your slide as Standard only. ()
- 25 You can change the settings of an OS by using a system settings control. ()
- 26 It's not necessary to protect yourself online when using AI tools. ()
- 27 Rumors and lies are negative online news stories affect companies. ()
- 28 To create a formula in Excel, we use a "=" sign. ()
- 29 The layout and graphical interface of the Control Panel stay constant in all versions of Windows. ()
- 30 In GIMP, you can convert the image to different formats, such as PDF, GIF and JPEG. ()



- 31 Chatbots in chat windows are real people. ()
- 32 If file name includes special characters, It may give error message. ()
- 33 Messaging services are compatible only with Android devices. ()
- 34 Shares represent equal parts of a company's ownership. ()
- 35 Using a password manager is not a reliable solution for managing passwords. ()
- 36 All smartphones and tablets use the Android operating system. ()
- 37 Changing colors can make your flowchart more visually appealing. ()
- 38 GIMP is closed source software that can't be used on different operating systems. ()
- 39 HTML is used to create static web content. ()
- 40 You cannot add text to cells in Excel. ()
- 41 To uninstall an app on Android devices, you need to open Google Play Store app. ()
- 42 Contacting ESPs more formally involves using chat windows. ()
- 43 Programming languages are used to write computer programs. ()
- 44 Aloj assists women minibus drivers in Nepal to obtain high-interest loans. ()
- 45 Language Processing Tools can be used to plagiarize work. ()
- 46 GIMP can be customized to display only the tools a user needs. ()
- 47 PowerPoint does not provide text animation options. ()
- 48 MS Word allows you to set up headings using formatting tools. ()
- 49 Practicing your presentation in advance is not important. ()
- 50 You can't include meeting recording link in your follow-up email. ()
- 51 Most laptops and computers have Microsoft Windows pre-loaded. ()
- 52 To sort data in Excel, go to the toolbar then choose Data. ()
- 53 With GIMP, you cannot correct flaws in a photo. ()
- 54 AI tools should be inclusive to all users. ()
- 55 JavaScript can't be used to create dynamic web content. ()
- 56 Excel can automatically format numbers like dates. ()
- 57 Using the name of another file when trying to save a file can cause an error. ()



- 58 There are special prices when messaging someone from across the world on WhatsApp. ()
- 59 Companies may sell bonds to raise money. ()
- 60 You can create a flowchart in PowerPoint via the Insert tab. ()
- 61 All fonts are pre-downloaded on your computer, and you can't download a new font. ()
- 62 You should mute your microphone when you're not speaking. ()
- 63 Dynamic web content remains the same for every user. ()
- 64 PowerPoint allows saving presentations as PDF file ()
- 65 When writing to an ESP, it's not important to be formal. ()
- 66 Ms. Sonika Manandhar co-founded the fintech company Aloii. ()
- 67 AI designers must ignore ethical usage. ()
- 68 Databases may be used by a business to track employees' information. ()
- 69 Corrupted files can be fixed by simply re-downloading them. ()
- 70 You should speak quickly and unclearly when presenting a PowerPoint presentation. ()
- 71 You can ask ESPs help with research. ()
- 72 Students cannot learn online from ESPs. ()
- 73 Linux is a family of open-source operating systems. ()
- 74 You can only include one person in a chat through WhatsApp. ()
- 75 Many websites allow you to use GIMP to edit photos online. ()
- 76 GIMP does not support adding special effects to an image. ()
- 77 You can customize your own slide size in PowerPoint. ()
- 78 To remove a device, select Hardware and Sound from Control Panel, then select install. ()
- 79 Technological research tools, like search engines, provide link to relevant shopping sites. ()
- 80 Databases can store a large amount of information in a computer system. ()
- 81 All financial transactions are sent via Email, with the need to use the internet. ()
- 82 GIMP can be used to blend two images together. ()
- 83 Online reviews are always accurate and trustworthy. ()
- 84 Microsoft Teams and Google Meet are video conferencing platforms. ()



- 85 Speaking confidently is important when presenting your information. ()
- 86 To add additional information columns to a database, left-clicking the top of the column and then select Insert Column. ()
- 87 No need to check connection and software before a video call. ()
- 88 Microsoft Word is primarily used for writing reports. ()
- 89 Aloj handles the loans process through the company's platform. ()
- 90 Stocks/shares do not involve any risk. ()
- 91 As Per 10-20-30 rule, PowerPoint should exceed 10 slides. ()
- 92 Linux often run faster and more efficiently than other OS, such as Windows. ()
- 93 Chatbots on websites provide responses through chat windows. ()
- 94 Adobe Photoshop and GIMP are free photo editing software. ()
- 95 You can add pictures from the internet in PowerPoint. ()
- 96 Ms. Manandhar studied engineering field, robotics and AI. ()
- 97 Microsoft Word allows you to italicize words using editing tools. ()
- 98 All data must be managed in compliance with Egypt's Data Protection Laws. ()
- 99 Egypt's first electric car is designed to accommodate seven people. ()
- 100 Visuals in a presentation are appealing additions to any presentation. ()

انتهت الأسئلة مع أطيب الامنيات بالنجاح والتوفيق





Second Term Questions Bank



Question 01

choose the correct Answer

- 1 PowerPoint presentation can include
 (a) text and images (b) videos and graphics (c) animations (d) all of them
- 2 Smartphones and tablets use operating system.
 (a) android (b) iOS (c) both a and b (d) mac OS
- 3 All Aloï's financial transactions are sent via , without the need to use the internet.
 (a) Email (b) WhatsApp (c) Bank account (d) SMS
- 4 Messaging services, such as used worldwide for communication.
 (a) GIMP (b) Scratch (c) WhatsApp (d) Aloï
- 5 GIMP is a program.
 (a) free (b) paid (c) high coasted (d) expensive
- 6 tools in Microsoft Word allows you to insert images, hyperlinks, and footnotes.
 (a) Review (b) Editing (c) Preview (d) Formatting
- 7 uses human traits of problem-solving, reasoning, and decision-making to perform tasks.
 (a) AR (b) AI (c) VR (d) none of them
- 9 The recommended rule to follow in a PowerPoint presentation is
 (a) 5-10-15 (b) 10-20-30 (c) 20-30-40 (d) 20-40-60
- 10 The first Egyptian electric car uses a battery.
 (a) nickel-cadmium (b) lead-acid (c) lithium-ion (d) carbon
- 11 Be sure the AI tool's designer or company a code of ethics.
 (a) neglect (b) ignore (c) Follow (d) a and b
- 12 To add a flowchart in PowerPoint, click on tab.
 (a) Home (b) Design (c) Animations (d) Insert



- 13 You can use technology to unlock your devices.
 (a) navigation apps (b) Paint app (c) facial recognition (d) Email spam filters
- 14 is the buying and selling of goods and services on the internet.
 (a) E-learning (b) Stock exchange (c) E-commerce (d) Super market
- 15 Apple Macintosh computers use operating system.
 (a) iOS (b) Linux (c) Windows (d) macOS
- 16 Consumers use to compare products.
 (a) comparison websites (b) Google (c) social media (d) stocks
- 17 In Excel, when you write numbers such as a date, Excel will
 (a) change them to text (b) delete them (c) automatically format them (d) Non of them
- 18 are sources of information which a student can potentially learn from.
 (a) ISPs (b) ESPs (c) Online shopping sites (d) Chat windows
- 19 The option is used to change the color of the flowchart in PowerPoint.
 (a) Design (b) Format (c) SmartArt Styles (d) Animations
- 20 help you formulating your writing or responses to something.
 (a) navigation apps (b) Language processing tools (c) Programming languages (d) Learning programs
- 21 tools in Microsoft Word used to check reports for spelling, grammar, and conciseness.
 (a) Preview (b) Editing (c) Formatting (d) Animation
- 22 The maximum recommended duration for a PowerPoint presentation is minutes.
 (a) 5 (b) 10 (c) 20 (d) 30
- 23 You can communicate with ESPs
 (a) formally (b) less formally (c) both a and b (d) none of them
- 24 Experienced consumers use to help them make purchasing decisions.
 (a) guesses (b) research tools (c) negative stories (d) online shops



- 25 Ms. Manandhar wanted to reduce the carbon emissions rate by
 (a) using petrol cars (b) using gas cars (c) using electric cars (d) none of them
- 26 have links to relevant shopping sites.
 (a) Comments (b) SMS (c) Animations (d) Search engines
- 27 is an open source image manipulation program that used on different operating systems.
 (a) HTML (b) GIMP (c) Adobe Photoshop (d) Mac OS
- 28 To create a meeting in Google Meet, Click on
 (a) new meeting (b) Join meeting (c) leave meeting (d) end meeting
- 29 The system settings control called in Windows.
 (a) Control Center (b) Control Panel (c) System Preferences (d) System manager
- 30 To create a simple formula in Excel, first type in the cell.
 (a) sign "x" (b) sign "+" (c) sign "/" (d) Sign "="
- 31 When you aren't speaking in an online meeting, it is recommended tothe microphone.
 (a) turn on (b) remove (c) mute (d) none of them
- 32 You can correct..... in a photo using GIMP.
 (a) flaws (b) codes (c) audio quality (d) video frames
- 33 Digital voice assistants are primary used to
 (a) play music (b) Respond to questions/ requests (c) regulate temperature (d) cook food
- 34 When presenting a PowerPoint presentation, you should speak
 (a) Clearly (b) slowly (c) confidently (d) all of them
- 35 Once you're in the Meet, you shouldthe use of microphone and camera.
 (a) approve (b) remove (c) Ignore (d) turn off
- 36 Smart thermostats are smart home devices that use AI to
 (a) regulate temperature (b) play music (c) clean the room (d) play games
- 37 Fonts shouldn't be smaller than point size in PowerPoint presentation
 (a) 30 (b) 40 (c) 48 (d) 50



- 38 Google Meet™ is a
 (a) search engine (b) email service (c) video conference app (d) web browser
- 39 To create a site with regularly updated information, programmers use
 (a) HTML (b) Email (c) JavaScript (d) Scratch
- 40 A teacher may have a secure database that includes student information such as their
 (a) class name (b) records (c) student number (d) all of them
- 41 Egypt's first electric car is designed to accommodate people.
 (a) 3 (b) 5 (c) 7 (d) 14
- 42 Chat windows are AI tools that provide responses from
 (a) Virtual reality (b) printers (c) Chatbots (d) SMS
- 43 After sending an email to an ESP, you may receive
 (a) automatically generated reply (b) instant response (c) personal phone call (d) SMS
- 44 You can change the color of flowchart in PowerPoint by clicking on then change color.
 (a) WordArt (b) Format (c) SmartArt Design (d) Insert
- 47 The basic tools in Microsoft Teams and Google Meet are
 (a) similar (b) different (c) variable (d) opposite
- 48 give the individual a percentage of ownership in a company.
 (a) Reviews (b) Stocks (c) Bonds (d) Liabilities
- 49 "Retouching" feature in GIMP software involves
 (a) writing codes (b) editing videos (c) add filters (d) enhancing photos
- 50 Consumers should be careful because Some reviews may be
 (a) exaggerated (b) fake (c) both a and b (d) none of them
- 51 Slides shouldn't be more than slides in a PowerPoint presentation.
 (a) 5 (b) 7 (c) 8 (d) 10
- 52 is an example of paid photo editing software.
 (a) HTML (b) MS word (c) Adobe Photoshop (d) GIMP



- 53 If your device won't charge, you should check
 (a) charging cable (b) home's electricity (c) both a and b (d) software update
- 54 Aloi is a company helps people to get loans.
 (a) fintech (b) education (c) healthcare (d) games
- 55 is content that remains the same to every user who visits the website.
 (a) static content (b) dynamic content (c) interactive content (d) all the previous
- 56 You can use to create databases.
 (a) Facebook (b) MS Teams (c) MS Paint (d) MSExcel
- 57 Data used in AI should be based on
 (a) personal views (b) facts (c) opinions (d) lies
- 58 You can use different to add special effects to an image in GIMP.
 (a) filters (b) flaws (c) links (d) codes
- 59 By using blending feature in GIMP, you can two images.
 (a) separate (b) combine (c) delete (d) double
- 60 To prevent accidental file deletion, you should
 (a) Delete files regularly (b) Ignore important files (c) Regularly back up important files (d) create new password
- 61 Chatbots are
 (a) real people (b) Antivirus (c) AI software (d) games
- 62 You can insert flowchart in PowerPoint via Insert tab, then
 (a) Chart (b) WordArt (c) Picture (d) SmartArt
- 63 The web Content that changes based on user interactions is called
 (a) static content (b) fixed content (c) dynamic content (d) both a and b
- 64 After creating your meeting, copy a that has been provided.
 (a) text (b) link (c) page (d) image
- 65 Egypt is launching its first electric car to adopt
 (a) self-driving cars (b) increasing emission rate (c) Green economy (d) environmental pollution



- 66 If a file is corrupted, you can
 (a) Delete it and download it again (b) Open it with another program (c) **both a and b** (d) replace the keyboard
- 67 tab in PowerPoint allows you to choose a style for your presentation.
 (a) **Design** (b) Insert (c) Save As (d) Preview
- 68 are instructions that are provided in code for writing computer programs.
 (a) computer hardware (b) Games (c) **programming languages** (d) software applications
- 69 You can make image look like something is moving in the photo with
 (a) **motion blur** (b) generic filter (c) artistic filter gallery (d) none of them
- 70 In Excel, go to the toolbar, Data, then click on, to arrange information alphabetically.
 (a) Layout (b) Format (c) Design (d) **Sort**
- 71 is not typically included in a formal email to an ESP.
 (a) Greeting (b) **Emojis** (c) Email address (d) endings
- 72 HTML is commonly used for creating
 (a) AI software (b) **web pages** (c) mobile apps (d) games
- 73 The system settings control called in macOS.
 (a) Control Center (b) Control Panel (c) **System Preferences** (d) System manager
- 74 AI tools should be used to society, not to take advantage of it.
 (a) harm (b) **help** (c) Damage (d) hack
- 75 Egypt's first electric car maximum speed is km/hr.
 (a) **60** (b) 90 (c) 100 (d) 120
- 76 Messaging services are compatible with operating system.
 (a) Android (b) iOS (c) **both a and b** (d) none of them
- 77 Companies can sell to raise money.
 (a) **bonds** (b) stocks (c) Reviews (d) lies
- 78 Click on to add information to a flowchart in PowerPoint.
 (a) **[Text]** (b) [Chart] (c) "Design" (d) "Home"



- 79 A person who wants to help the environment invest in company.
 (a) outboard (b) green (c) fast food (d) clothes
- 80 The system settings control called in iOS.
 (a) Control Center (b) Control Panel (c) System Preferences (d) System Manager
- 81 You can contact ESPs using
 (a) E-mail (b) chat window (c) both a and b (d) SMS
- 82 is not a video conference platform.
 (a) Google Meet™ (b) Microsoft Teams (c) Instant chat rooms (d) Skype
- 83 To see a final preview of your presentation before printing, click on tab.
 (a) Design (b) File (c) Insert (d) Animation
- 84 GIMP is an software that can be used on different operating systems to change images.
 (a) close source (b) open source (c) paid source (d) All of them
- 85 store(s) a large amount of information in a computer system.
 (a) Search engines (b) Social media (c) Stock exchange (d) Databases
- 86 Ms. Sonika Manandhar is from
 (a) USA (b) Nepal (c) Kenya (d) Egypt
- 87 If an AI tool doesn't work as it should, you should
 (a) admit the mistake (b) blame the user (c) ignore the mistake (d) all of them
- 88 are equal parts into which the ownership of a company is divided.
 (a) reviews (b) bonds (c) Prices (d) Shares
- 89 The layout and graphical interface of the Control Panel is in each version of Windows.
 (a) different (b) the same (c) typical (d) all of them
- 90 Navigation apps use to guide you to a destination.
 (a) AI (b) VR (c) AR (d) SR
- 91 Educational Service Providers (ESPs) include organizations.
 (a) profit (b) non-profit (c) both a and b (d) none of the previous



- 92 prevent dangerous email from reaching your inbox.
 (a) Chat windows (b) Navigation apps (c) interactive learning programs (d) **Email spam filters**
- 93 You can make an image look very old with
 (a) motion blur (b) generic filter (c) **artistic filter gallery** (d) none of them
- 94 Messages sent via WhatsApp are
 (a) **encrypted** (b) hacked (c) unencrypted (d) public
- 95 tool can be used to add movement to sentences and words in PowerPoint.
 (a) Writing (b) Design (c) Transition (d) **Animation**
- 96 To add a new wireless printer in Windows, You can select, then add a device.
 (a) System and Security (b) **Hardware and Sound** (c) Network and Internet (d) Programs and Features
- 97 Ms. Manandhar studies focused on the at Singularity University.
 (a) AI (b) robotics (c) engineering field (d) **all the previous**
- 98 not considered visuals in PowerPoint presentation.
 (a) Images (b) **Music** (c) Videos (d) Graphics
- 99 The purpose of photo editing software is to
 (a) write documents (b) surf the internet (c) **alter images** (d) record videos
- 100 Excel lets you manipulate numbers in your database by adding
 (a) text (b) pictures (c) filters (d) **formulas**

Question 02

put (✓) or (✗)

- 1 A flowchart in PowerPoint illustrates a series of steps. ✓
- 2 Sorting data in Excel involves going to the toolbar and choosing the Format option. ✗
- 3 Without an operating system, your computer will become useless. ✓
- 4 Sending a photo using WhatsApp doesn't require internet access. ✗
- 5 In PowerPoint, Review mode allows you to check any text errors or issues with the layout. ✓



- 6 In Windows, the system settings control is called Control Center. ☐
- 7 Office Suite can be used to create presentations to express ideas. ☒
- 8 Email Spam Filters can help harmful Emails reach your inbox. ☐
- 9 The changes you make in the Control Panel are automatically applied to other software. ☒
- 10 Microsoft Excel cannot be used to create databases. ☐
- 11 You can include a summary of the meeting in your follow-up email. ☒
- 12 You can create tables by using Formatting tools in Microsoft Word. ☒
- 13 Comparisons websites are only based on the color of the product. ☐
- 14 You cannot preview your presentation before printing. ☐
- 15 Using electric cars as a part of Egypt's strategy to adopt a green economy. ☒
- 16 You should use AI tools to invade people's privacy, cheat, or cause harm. ☐
- 17 You can find online resources to learn how to use GIMP. ☒
- 18 PowerPoint allows you to share information via text only. ☐
- 19 MacOS is generally more expensive than other operating systems. ☒
- 20 GIMP can only be used on windows devices. ☐
- 21 Dust and water in the charging port can prevent a device from charging. ☒
- 22 The electric minibuses could increase the emission rate. ☐
- 23 You can view a document before saving or printing by using Preview tools in Microsoft Word. ☒
- 24 You can choose the size of your slide as Standard only. ☐
- 25 You can change the settings of an OS by using a system settings control. ☒
- 26 It's not necessary to protect yourself online when using AI tools. ☐
- 27 Rumors and lies are negative online news stories affect companies. ☒
- 28 To create a formula in Excel, we use a "=" sign. ☒
- 29 The layout and graphical interface of the Control Panel stay constant in all versions of Windows. ☐
- 30 In GIMP, you can convert the image to different formats, such as PDF, GIF and JPEG. ☒



- 31 Chatbots in chat windows are real people. ☐
- 32 If file name includes special characters, It may give error message. ☒
- 33 Messaging services are compatible only with Android devices. ☐
- 34 Shares represent equal parts of a company's ownership. ☒
- 35 Using a password manager is not a reliable solution for managing passwords. ☐
- 36 All smartphones and tablets use the Android operating system. ☐
- 37 Changing colors can make your flowchart more visually appealing. ☒
- 38 GIMP is closed source software that can't be used on different operating systems. ☐
- 39 HTML is used to create static web content. ☒
- 40 You cannot add text to cells in Excel. ☐
- 41 To uninstall an app on Android devices, you need to open Google Play Store app. ☒
- 42 Contacting ESPs more formally involves using chat windows. ☐
- 43 Programming languages are used to write computer programs. ☒
- 44 Aloj assists women minibus drivers in Nepal to obtain high-interest loans. ☐
- 45 Language Processing Tools can be used to plagiarize work. ☒
- 46 GIMP can be customized to display only the tools a user needs. ☒
- 47 PowerPoint does not provide text animation options. ☐
- 48 MS Word allows you to set up headings using formatting tools. ☒
- 49 Practicing your presentation in advance is not important. ☐
- 50 You can't include meeting recording link in your follow-up email. ☐
- 51 Most laptops and computers have Microsoft Windows pre-loaded. ☒
- 52 To sort data in Excel, go to the toolbar then choose Data. ☒
- 53 With GIMP, you cannot correct flaws in a photo. ☐
- 54 AI tools should be inclusive to all users. ☒
- 55 JavaScript can't be used to create dynamic web content. ☐
- 56 Excel can automatically format numbers like dates. ☒
- 57 Using the name of another file when trying to save a file can cause an error. ☒



- 58 There are special prices when messaging someone from across the world on WhatsApp. ☐
- 59 Companies may sell bonds to raise money. ☒
- 60 You can create a flowchart in PowerPoint via the Insert tab. ☒
- 61 All fonts are pre-downloaded on your computer, and you can't download a new font. ☐
- 62 You should mute your microphone when you're not speaking. ☒
- 63 Dynamic web content remains the same for every user. ☐
- 64 PowerPoint allows saving presentations as PDF file ☒
- 65 When writing to an ESP, it's not important to be formal. ☐
- 66 Ms. Sonika Manandhar co-founded the fintech company Aloii. ☒
- 67 AI designers must ignore ethical usage. ☐
- 68 Databases may be used by a business to track employees' information. ☒
- 69 Corrupted files can be fixed by simply re-downloading them. ☒
- 70 You should speak quickly and unclearly when presenting a PowerPoint presentation. ☐
- 71 You can ask ESPs help with research. ☒
- 72 Students cannot learn online from ESPs. ☐
- 73 Linux is a family of open-source operating systems. ☒
- 74 You can only include one person in a chat through WhatsApp. ☐
- 75 Many websites allow you to use GIMP to edit photos online. ☒
- 76 GIMP does not support adding special effects to an image. ☐
- 77 You can customize your own slide size in PowerPoint. ☒
- 78 To remove a device, select Hardware and Sound from Control Panel, then select install. ☐
- 79 Technological research tools, like search engines, provide link to relevant shopping sites. ☒
- 80 Databases can store a large amount of information in a computer system. ☒
- 81 All financial transactions are sent via Email, with the need to use the internet. ☐
- 82 GIMP can be used to blend two images together. ☒
- 83 Online reviews are always accurate and trustworthy. ☐
- 84 Microsoft Teams and Google Meet are video conferencing platforms. ☒



- 85 Speaking confidently is important when presenting your information. ✓
- 86 To add additional information columns to a database, left-clicking the top of the column and then select Insert Column. ✗
- 87 No need to check connection and software before a video call. ✗
- 88 Microsoft Word is primarily used for writing reports. ✓
- 89 Aloj handles the loans process through the company's platform. ✓
- 90 Stocks/shares do not involve any risk. ✗
- 91 As Per 10-20-30 rule, PowerPoint should exceed 10 slides. ✗
- 92 Linux often run faster and more efficiently than other OS, such as Windows. ✓
- 93 Chatbots on websites provide responses through chat windows. ✓
- 94 Adobe Photoshop and GIMP are free photo editing software. ✗
- 95 You can add pictures from the internet in PowerPoint. ✓
- 96 Ms. Manandhar studied engineering field, robotics and AI. ✓
- 97 Microsoft Word allows you to italicize words using editing tools. ✗
- 98 All data must be managed in compliance with Egypt's Data Protection Laws. ✓
- 99 Egypt's first electric car is designed to accommodate seven people. ✗
- 100 Visuals in a presentation are appealing additions to any presentation. ✓

انتهت الأسئلة مع أطيب الامنيات بالنجاح والتوفيق



كيفية طباعة صفحات معينة من ملف معين

مثلا ازاي نطبع الصفحات من صفحة 4 الى صفحة 9



حمل الآن

مجاناً وحصرياً

المراجعة رقم (2)

الترم الثاني



Lesson 2

Theme

3

Digital Citizenship

» Artificial intelligence (AI) is technology that uses human problem-solving, reasoning, and decision-making traits.

» Common AI tools include:

- Facial recognition
- Navigation apps
- Smart home devices
- Digital voice assistants
- Email spam filters
- Chatbots
- Social media connection suggestions
- Interactive learning programs
- Language processing tools

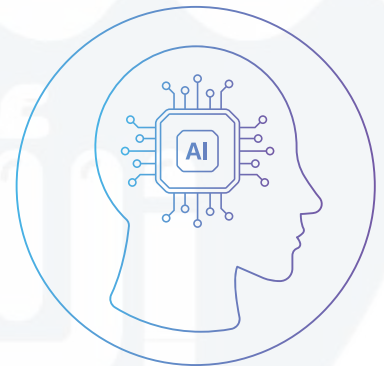
» AI depends on **algorithms** to learn problem-solving, reasoning, and decision-making.

» AI designers should follow some ethics: be inclusive, unbiased, beneficial, transparent, protective of user privacy and security, and accountable for any tool malfunctions.

» Users of AI should also be **ethical**, using AI tools to help themselves, others, and society, but not to invade privacy, cheat, or cause harm.

» **Language processing tools** are invaluable resources, but they can be misused for plagiarism, misinformation, and impersonation.

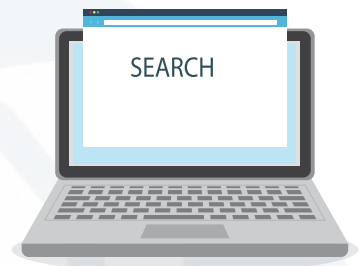
» Users must ensure that the AI tool's developer follow a **code of ethics**.





Lesson 3

- » E-commerce is the buying and selling of goods and services on the internet.
- » Experienced consumers use technological research tools to make the best purchasing decisions.
- » Search engines can be used to find information about anything, including products and website information. They can help consumers make their decisions.
- » Consumers use comparison websites to help them compare products. Comparisons could be based on the price or quality of the product.
- » Online reviews by consumers, or even friends or family members on social media, can also be valuable.
- » Consumers need to be careful. Some reviews may be fake or exaggerated.
- » A stock exchange is a market where people can buy and sell shares, called stocks.
- » Stocks therefore give the individual a percentage of ownership in a company.
- » The individual makes or loses money depending on the company's performance and activity.
- » Companies can also sell bonds to help raise money.
- » Individuals may choose to purchase stocks to support a company they trust.
- » Stocks and bonds can be bought, managed, and sold through trusted and official websites. This way, people can have more control over their financial decisions.



Lesson 4

- » Educational service providers (ESPs) include both profit and non-profit organizations that provide educational support.
- » ESPs are sources of information that a student can potentially learn from.
- » ESPs may include online libraries, educational publishing sites, and online museums.
- » Alexandria Library and Egyptian Knowledge Bank are two well-known ESPs.
- » You can contact ESPs to help you with research or other educational needs. For example, you can send an email request. It's important to be formal when writing to an ESP.
- » Sometimes you may get an automatically generated reply thanking you for your email and letting you know when you will receive a reply.
- » You can also communicate with some ESPs using chat windows if they are included on their website. It is a bit less formal. However, you must still be polite and clear in your request.
- » Chat windows usually have chatbots for responses.
- » Chatbots aren't real people. They are artificial intelligence (AI) computer programs designed to respond to questions online.
- » When communicating using chat windows, it's essential to be as clear and focused in your request as possible. Otherwise, you may not get an accurate or relevant response.





Lesson 5

- » There are other tools of **cloud computing** that you can use to communicate with everyone at the same time (real-time communication).
- » This can be done by using **digital tools**, such as:
 - Video chats
 - Live television shows
 - Instant chat rooms
- » **Real-time communication** often allows you to get your message across in a more engaging way.
- » Two popular video conferencing platforms are **Microsoft Teams** and **Google Meet**.
- » Here are some tips for using video conferencing software via the **Google Meet** platform:
 - » **To create a Meet:** Click on **New Meeting**.
 - Then click on the option that works for you. The option to start a meeting **instantly**, or to create a meeting for **later**.
 - » Once you have created your meeting, **copy** the meeting link that Google provides. **Share** it with the meeting participants.
 - » **To join a Meet**, there are two ways you can join a meeting:
 - You can copy and paste the invite link into your browser.
 - You can also enter the link into the “Enter a code or link” field. Then, click **Join**.
 - » **Once you’re in the Meet**, you will be asked to **approve** the use of the microphone and camera. Click on the microphone icon for audio and the camera icon for video.
 - » To turn off the camera or microphone, just click on the icon again.





- » Before making a video conference, remember to double check your connection and software. Fix any glitches.
- » During your video conference, remember that participants will be able to see you unless you turn off your camera. Dress appropriately, and be sure to smile and appear friendly. Check that your microphone is on when you're speaking, and mute it when you're not.
- » After your video conference, send a follow-up email. In your email, include a summary of the meeting or a link to the recording of the meeting if it was recorded.



Lesson 6

سلسلة كتب الأستاذ

- » Programming languages are commands that are provided in sentences for writing computer programs.
- » HyperText Markup Language (HTML) is a language commonly used to create web pages.
- » Static web content is set and remains the same to every user who visits the website.
- » Dynamic web content is content that can be changed based on the individual user's interactions with the app or website.
- » HTML is used to create static web content.
- » Programming languages, like JavaScript, allow the creation of dynamic web content.
- » Problem: Corrupted file. Possible solutions: Check that the file was downloaded correctly. If you're not sure, delete the corrupted file and



download it again. Try opening the file using another program. Make sure your software version is up-to-date. If it isn't, run the necessary updates.

- » **Problem:** **Device won't charge.** **Possible solutions:** Make sure your charging cable is functioning. If it isn't, replace it with a new cable. Be sure there are no issues with your electricity or socket at home. Check for dust and water in the charging port. Clean the port or remove the water by following the instructions from your device's provider.
- » **Problem:** **Forgotten password.** **Possible solutions:** Click on the link that confirms you forgot your password. Follow the steps to create a new password. In the future, use a password manager application. Set up strong, unique passwords for each account and remember the master password for the password manager.
- » **Problem:** **Accidental file deletion.** **Possible solutions:** Make sure you can see the "Recycle Bin" or "Trash" feature on your computer, which temporarily stores deleted files. Regularly back up important files to an external hard drive or cloud storage service.
- » **Problem:** **Error message when trying to save a file.** **Possible solutions:** Make sure you're not using the name of another file. Check that you have the right to access the file storage location, such as a local hard drive or cloud storage. Check to see if your file name includes "special characters", which can prevent the file from saving properly.

Lesson 7

- » You can use **photo editing software** to alter images to make them look more visually pleasing and professional.
- » Graphic designers and photographers use expensive software, such as **Adobe Photoshop**.

- » You can use similar tools for free with GNU Image Manipulation Program (or **GIMP**).
- » **GIMP** is **open-source** software that can be used on different operating systems.
- » Here are some of the things you can do with **GIMP**:
 - **Retouching** enhances the photo to make it look more beautiful. You can **correct flaws** in the photo.
 - **Blending** combines two images to make them look like one. This is useful when you present an idea for something that doesn't exist yet or show what something might look like.
- » You can add **special effects** to an image using different **filters**.
- » **GIMP** is an **efficient** and **light** program, so it doesn't take up a lot of space on your hard drive.
- » It's a **widely-used** program, and there are online resources available to help you learn how to use it.
- » Although it has a large number of tools, you can customize the interface to show only the tools that you need.
- » You can download the GIMP software. Also, there are many websites that allow you to use GIMP to edit photos online.
- » GIMP supports different file formats, and you can convert the image to different formats, such as **PDF**, **GIF**, or **JPEG**.



Theme

4

Software Projects

Lesson 1

- » Ms. Sonika Manandhar is a fintech entrepreneur and National Geographic Explorer from the Republic of Nepal.
- » She co-founded the fintech company **Aloi** in 2019.
- » She studied engineering, robotics, and artificial intelligence at **Singularity University at NASA**.
- » Aloi helps women minibus drivers in Nepal get **low-interest** loans to buy and upgrade electric minibuses with long-lasting **lithium-ion batteries**.
- » **The loans** are received and repaid through **Aloi's platform**, which is simpler and faster than most current bank loan procedures.
- » All financial transactions are sent as **SMS (text)** without the need for internet.
- » Passengers can schedule rides on the company's website and pay with **digital tokens** or through **mobile wallets**.
- » As part of its **green economy** strategy, Egypt launched its first locally manufactured **electric car** in February 2023.
- » The car is designed to accommodate **five** people, has a maximum speed of **60 km/hr**, and uses a **lithium-ion** battery.
- » A **mobile wallet** is an app for storing money that can be used to send and receive funds, pay bills, book travel tickets, and subscribe to services provided by companies.



Lesson 2

- » An **Operating System (OS)** is the most important software on a computer. It manages the computer's functions, runs the software and hardware, and allows a user to communicate with the computer.
- » The OS coordinates the communication between your hardware and software.
- » Most laptops and computers have **Microsoft Windows** pre-loaded.
- » Macintosh computers use **macOS**.
- » Smartphones and tablets use different operating systems, such as **Android** and **iOS**.
- » You can change the settings of an OS by using the **system settings control**. In Windows, it is called **Control Panel**; iOS has **Control Center**; and macOS has **System Preferences**.
- » The changes you make in the Control Panel are automatically applied to other software on your computer.
- » Some software installs automatically. For example, when you plug a new printer into a PC, Windows downloads the correct software so you can use it immediately.
- » It is also simple to remove computer programs from your computer.
- » To uninstall programs, select **Programs and Features** from the **Control Panel**.
- » **Linux** is a family of **open-source** operating systems, such as Fedora, Linux Mint, and Debian. Open-source means that anyone can run Linux for any reason.
- » Linux often **runs faster** and **more efficiently** than other operating systems, such as Windows.

Lesson 3



- » Microsoft Word is a reliable tool for writing reports and sharing information. It offers various tools for formatting, editing, and previewing documents.
- » To customize your report, you can choose different designs by clicking on the **Layout** and **Insert** tabs.
- » You can select the **Font** from the drop-down menu and start typing.
- » The **Insert** tab allows you to add pictures to your document.
- » Microsoft Word provides **formatting tools** to add **bold**, italicize words, set up headings, create tables, and insert images, hyperlinks, and footnotes.
- » It also offers **editing tools** to check reports for spelling, grammar, and conciseness.
- » It also offers **preview tools** to view a document before saving or printing.
- » **Messaging services** like **WhatsApp** can be used for collaboration on group projects or to seek feedback.
- » **Messaging services** allow you to send text, images, voice messages, and videos.
- » You can include **one** person in a chat, or **many** people.
- » **Messaging services** have advantages over standard text messaging. They use the internet, so messages are almost **free**. There are **no special prices** for messaging someone from across the world. Messages sent are **encrypted**; they are **compatible** on any device and with both **Android** and **Apple** products. There are **no restrictions**.

Lesson 4

- » Office Suite can be used to create presentations to express **opinions** and **ideas**.
- » MS PowerPoint includes **drawing** and **writing** tools to create **text** and **animation** options to add movement to sentences and words on your slides.
- » Design tab >> **Slide Size**: It allows you to choose the **size** of your slide. You can choose **Standard** or **Widescreen**, or **customized**.
- » Save As >> **PDF option**: It allows you to save your presentation as a **PDF** file before printing to keep its formatting.
- » Edit in **Review mode**: It allows you to **review** your presentation and make changes if there are any text errors or issues with the layout.
- » Design tab >> **Themes and Variants**: It helps you choose a **style** for your presentation.
- » File tab >> **Print**: It allows you to see a **final preview** of your flyer and print it.
- » Insert tab >> **Pictures**: It allows you to **add pictures** to your presentation.
- » Insert tab >> **Text Box**: It allows you to **write** your message.
- » Remember the **10-20-30 rule**: a presentation shouldn't be more than 10 slides, longer than 20 minutes, and with fonts smaller than 30 points in size.



10
SLIDES

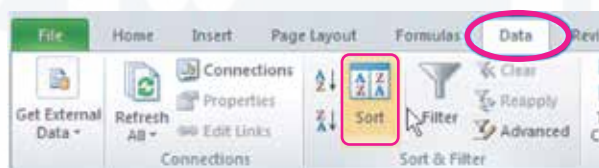
20
MINUTES

30
PT FONT

- » You can also use **SmartArt**, but make sure it's easy to read.

Lesson 5

- »» **Databases** store a large amount of information in a **computer system**.
- »» Databases can be used to **collect information** about people, places, or things. For example, a teacher may have a secure database that includes student information.
- »» **Microsoft Excel** can be used to create **databases**.
- »» All data must be managed in compliance with Egypt's **Data Protection Laws**.
- »» To add additional information columns to a database, **right-click** the top of the column and then select **Insert Column**. Then add your column **heading**.
- »» When you type in numbers, such as a date, Excel will **automatically format** them.
- »» **Common Excel tools** include sorting, adding, subtracting, multiplying, and dividing.
- »» **To sort:** Go to the **toolbar** >> **Data**>> **Sort**.



- »» Excel lets you manipulate numbers in your database by adding **formulas**.
- »» You can also add text, such as names, to cells, with or without using a formula.
- »» **To create a formula**, you first must type **"="** in the cell. This lets Excel know you are creating a formula.

Lesson 6

- » **PowerPoint** is a presentation tool that allows you to **share information** via text, images, videos, animations, and graphics.
- » **Visuals** in a presentation help understand the material better than just plain text.



- » A **flowchart** is a tool that can be included in a PowerPoint presentation. It illustrates a **series of steps** and can be used for visualizing, planning, presenting, and tracking the progress of a task or project.
- » To create a flowchart in PowerPoint: Go to the **Insert tab** >> **SmartArt** >> **SmartArt Graphic** >> Select the **flowchart** you want to use >> Click **OK**.
- » To change the flowchart colors: Click on **SmartArt Design** >> **Change Colors** or choose an option using **SmartArt Styles**.
- » When giving a presentation, speak **clearly**, **slowly**, and **confidently**.
- » Introduce the **purpose** of your PowerPoint presentation to your audience.
- » **Practice** your presentation in advance.
- » Point to the **flowchart sections** as you present the information about them.

1 Choose the correct answer:

- 1 GIMP is a/an program.
a. unuseful b. paid c. free d. expensive
- 2 is/are a technology that enables machines to use human traits of problem-solving.
a. Human intelligence b. Artificial intelligence
c. Personal intelligence d. All of them
- 3 There are many digital communication tools, such as
a. video chats b. live TV shows
c. instant chat rooms d. all the previous answers
- 4 are sources of information which a student can potentially learn from.
a. ISPs b. ESPs c. WSPs d. LSPs
- 5 Make sure you can see the "Recycle Bin" or "Trash" feature on your computer ; this can help in case of
a. a forgotten password b. a corrupted file
c. accidental file deletion d. a virus attack
- 6 AI depends on to learn problem-solving, reasoning, and decision-making.
a. algorithms b. AR c. VR d. none of them
- 7 language is used to create a website where you and your friends interact.
a. HTML b. Java Script c. AI d. HDXL
- 8 Among the technological research tools that can be used when shopping online is
a. stocks and bonds b. Office software
c. online reviews d. operating systems



- 16 PONY – ICT Prim. 6 – Second Term

- 19 You can use photo editing software to alter
 a. texts b. images c. symbols d. files
- 20 Being means that the user's privacy and security must be considered. when designing AI tools.
 a. protective b. accountable
 c. unbiased d. careful
- 21 Trying to open a file using another program is one of the solutions to the problem.
 a. accidental file deletion b. forgotten password
 c. corrupted file d. device won't charge
- 22 During your video conference, check your is on when you're speaking.
 a. microphone b. camera c. screen d. keyboard
- 23 To create a flowchart, first click on from the Insert tab.
 a. Database b. SmartArt c. WordArt d. none of them
- 24 Being is a part of the ethics of artificial intelligence designers.
 a. accountable b. biased c. algorithm d. all of them
- 25 Educational Service Providers (ESPs) may include
 a. online libraries b. educational publishing sites
 c. online museums d. all the previous
- 26 To install a new font, drag and drop the downloaded font into the in Windows Control Panel.
 a. Programs b. Fonts Library
 c. System d. Networks
- 27 The tab allows you to choose the size of your slides in PowerPoint.
 a. Design b. Save As
 c. Edit d. Insert
- 28 You can add a SmartArt in PowerPoint program via the
 a. Insert tab b. Home tab
 c. Review tab d. View tab



- ### d. iOS

- Model Exams
-
- 41 EKB is an example of
a. online libraries b. ESP
c. messaging services d. both a and b

42 To add a new wireless printer in Windows, you can select, then Add a Device.
a. Programs and Features b. System and Security
c. Hardware and Sound d. Network and Internet

43 Check your connection to the internet and the software
a. during a video conference b. before a video conference
c. after the video conference ends d. after recording the meeting

44 You can add pictures to your presentation in PowerPoint using the tab.
a. Design b. Insert c. Animations d. Review

45 The "Retouching" feature in GIMP software involves
a. enhancing photos b. writing codes
c. editing videos d. creating animations

46 is set and remains the same for every user who visits the website.
a. Static web content b. Dynamic web content
c. a and b d. Website

47 All the following are specifications of Egypt's first electric car, except that it
a. accommodates 5 people
b. has a maximum speed of 120 km/hr
c. uses a lithium-ion battery d. has affordable prices

48 GIMP supports different file formats, such as
a. SMS b. DOC c. PDF d. GEB

49 are commands that are provided in sentences for writing computer programs.
a. Programming languages b. Computer systems
c. Software applications d. Operating systems
- PONY – ICT Prim. 6 – Second Term
- 19



- 50 The advantages of messaging services over standard text messaging include that
- a. they are almost free to send
 - b. they are compatible on any device
 - c. sent messages are encrypted
 - d. all the previous answers
- 51 is/are used to store a large amount of information in a computer system.
- a. Search engines
 - b. Databases
 - c. Social media
 - d. Stock exchange
- 52 Messaging services, such as, are used for communication worldwide.
- a. SMS
 - b. WhatsApp
 - c. Scratch
 - d. none of the previous answers
- 53 mean(s) combining two images to make them look like one.
- a. Retouching
 - b. Blending
 - c. Special effects
 - d. Split
- 54 are equal parts into which the ownership of a company is divided.
- a. Reviews
 - b. Bonds
 - c. Shares
 - d. Coins
- 55 is the software that manages a computer's functions and runs the software and hardware.
- a. An operating system
 - b. CPU
 - c. AI
 - d. None of the previous answers
- 56 aren't real people, but AI computer programs designed to respond to questions online.
- a. Consumers
 - b. Chatbots
 - c. Bonds
 - d. Hackers
- 57 To create a static web page, the programming language is used.
- a. HTML
 - b. Windows
 - c. JavaScript
 - d. Paint
- 58 program allows you to add movement to the sentences and words on your slides.
- a. GIMP
 - b. HTML
 - c. Microsoft PowerPoint
 - d. Microsoft Word

- 59 When you plug a new printer into a PC, the Windows will
 a. download the correct software to use it
 b. uninstall it
 c. change its settings
 d. prevent its specification
- 60 Which of the following is NOT a feature of messaging services?
 a. They are free to send messages.
 b. Messages are encrypted.
 c. There are restrictions with some devices.
 d. They are compatible with Android and iOS.
- 61 tools help you choose a style for your presentation in PowerPoint.
 a. Slide Size
 b. Save As
 c. Print
 d. Themes and Variants
- 62 You can use to create databases.
 a. MS PowerPoint b. MS Teams c. MS Excel d. MS Word
- 63 Which option is found in PowerPoint and NOT in Word?
 a. Inserting images
 b. Changing the font size and type
 c. Adding animations
 d. Checking for text errors
- 64 Virtual museums are considered
 a. viruses
 b. Educational Service Providers
 c. e-commerce
 d. electronic games
- 65 Fonts smaller than points should not be used.
 a. 10 b. 20 c. 30 d. 40
- 66 Messaging services are compatible with the operating system(s).
 a. Android
 b. iOS
 c. both a and b
 d. none of the previous answers
- 67 Mobile wallet is an app that can be used to
 a. send and receive money
 b. pay bills
 c. book travel tickets
 d. all the previous answers

- 68 To add additional information columns to a database, the top of the column.
 a. right click b. left click c. double click d. all of them
- 69 is the buying and selling of goods and services on the internet.
 a. E-commerce b. E-learning c. Stock exchange d. None of them
- 70 Egypt is launching its first electric car to adopt
 a. economic development b. green economy
 c. sustainable transportation d. environmental protection
- 71 You can easily remove a program in Windows by selecting in Control Panel, then Uninstall.
 a. Programs and Features b. System and Security
 c. Hardware and Sound d. Network and Internet
- 72 The market that is used for buying and selling stocks is called
 a. supermarket b. stock exchange
 c. bonds d. none of them
- 73 is used to display a series of steps in a PowerPoint presentation.
 a. A color b. A flowchart c. A text d. A note
- 74 As part of its strategy to adopt a green economy, Egypt launched its first
 a. fast train b. satellite channel
 c. locally manufactured electric car d. digital educational platform
- 75 is/are considered one of the common artificial intelligence tools.
 a. Intimidation software b. Office software
 c. Operating system d. Navigation apps
- 76 means that artificial intelligence tools must include all users, not just a specific group.
 a. Transparency b. Totality c. Reservation d. Benefit
- 77 The first locally manufactured electric car works with
 a. gas b. a lithium-ion battery
 c. fuel d. water

- Model Exams
- 78 Consumers use to help them compare products depending on the quality and price.

a. search engines b. comparison websites
c. switches d. Word program

79 The recommended rule to follow in a PowerPoint presentation is

a. 5-10-15 b. 10-20-30 c. 15-20-30 d. 20-30-40

80 The system settings control is called in Windows.

a. Control Center b. System Preferences
c. Control Panel d. none of the previous answers

81 can be used to find information about anything.

a. Browsers b. WWW c. Search engines d. Emails

82 Microsoft Word is primarily used for

a. creating presentations b. writing reports
c. web browsing d. photo editing

83 "Be" is a part of the ethics of artificial intelligence designers.

a. protective b. biased c. algorithm d. all of them

84 Comparisons could be based on the of the product.

a. price b. quality
c. a and b d. none of the previous answers

85 You can contact ESPs formally using

a. emails b. chat windows
c. Facebook d. SMS

86 prevent(s) dangerous emails from reaching your inbox.

a. Navigation apps b. Facial recognition
c. Chat windows d. Email spam filters

87 The purpose of the photo editing software is to

a. write documents b. create tables
c. alter images d. surf the internet

88 Experienced consumers use to help them make purchasing decisions.

a. research tools b. guesses
c. luck d. none of the previous answers
- PONY – ICT Prim. 6 – Second Term
- 23

- 89 After creating a meeting, you should the meeting link.
a. copy b. share c. ignore d. both a and b
- 90 Navigation apps use to guide you to a destination.
a. AI b. AR c. VR d. none of them

2 Put (✓) or (X):

- 1 During a video conference, participants can see you if you turn off the camera. ()
- 2 Cloud computing tools can be used for real-time communication. ()
- 3 ESPs include only the non-profit organizations that provide educational support. ()
- 4 Users' privacy and security are important when designing AI tools. ()
- 5 One solution to the problem of accidentally deleting a file is to use the Recycle Bin on your computer, which temporarily stores deleted files. ()
- 6 Photo editing software is used to edit images to make them look more professional. ()
- 7 The operating system is considered the most important program in your computer. ()
- 8 The stock exchange is a market where people can buy and sell products. ()
- 9 In PowerPoint, if there are any text errors or layout issues, you can make changes in the Review mode. ()
- 10 ESPs stand for Educational Services Providers. ()
- 11 One of the disadvantages of using WhatsApp™ is that messages sent are encrypted. ()
- 12 A PowerPoint presentation should exceed 20 minutes. ()
- 13 GIMP is efficient, but it takes up a lot of space on the computer's hard drive. ()
- 14 Two popular video conferencing platforms are Microsoft Teams and Google Meet. ()

- 15 The layout and graphical interface of the Control Panel aren't different in every version of Windows. ()
- 16 The shares of the company are unequal parts into which the ownership of the company is divided. ()
- 17 Don't use AI tools to invade people's privacy. ()
- 18 Sending a photo using messaging services requires internet access. ()
- 19 Experienced consumers do not use technological research tools to help them make the best purchasing decision. ()
- 20 When you write numbers, such as a date, Microsoft Excel automatically formats them. ()
- 21 Databases store a small amount of information in a computer system. ()
- 22 GIMP is closed.source software. ()
- 23 Be formal when contacting educational service providers. ()
- 24 Excel does not allow adding text to cells, while it only allows adding numbers. ()
- 25 Artificial intelligence depends on algorithms to solve problems. ()
- 26 There is only one way to join a Google Meet. ()
- 27 You can contact ESPs to help you with research or other educational needs. ()
- 28 Aloj assists women minibus drivers in Nepal to obtain high-interest loans. ()
- 29 You should mute your microphone when you are speaking in a video conference. ()
- 30 Language processing tools can provide information and even help you formulate your writing. ()
- 31 Messaging services allow communication through text messages only. ()
- 32 GIMP program can be used on different operating systems. ()
- 33 Companies may sell bonds to raise money. ()



- 34 You can modify the device and programs settings through the Control Panel. ()
- 35 The static web content is content that can be changed. ()
- 36 AI tools should be used to help society, not used to take advantage of it. ()
- 37 If you get an error message when trying to save a file, make sure you are not using the name of another file. ()
- 38 The basic tools in Microsoft Teams and Google Meet are different. ()
- 39 A word processing program is used to write reports and share information. ()
- 40 When communicating using chat windows, it is essential to be as clear and focused in your request as possible. ()
- 41 Databases may be used by a business to track employees' information. ()
- 42 Adding motion blur is an example of a special effect you can achieve in GIMP. ()
- 43 PowerPoint has animation options that allow you to add movement to sentences and words on slides. ()
- 44 During an online meeting, you cannot turn off the microphone and camera. ()
- 45 Consumers use comparison websites to help them compare products. ()
- 46 WhatsApp™ application allows you to send and receive messages for free. ()
- 47 WhatsApp™ can be used to create presentations. ()
- 48 Chat windows employ chatbots to respond to requests. ()
- 49 GIMP is an open source image-processing program that can be used on different operating systems. ()
- 50 Microsoft PowerPoint can be used to create presentations that express your opinions and ideas. ()

- 51 Windows is generally more expensive than other operating systems. ()
- 52 Programming languages are used to write computer programs. ()
- 53 JavaScript makes it possible to develop a dynamic webpage. ()
- 54 Corrupted files can be fixed by simply re-downloading them. ()
- 55 Email spam filters aim to ensure dangerous emails reach your inbox. ()
- 56 HTML is used to design dynamic webpages. ()
- 57 When you plug a new printer into a PC, Windows downloads the correct software automatically. ()
- 58 A presentation can be created containing images, videos, and animations. ()
- 59 AI tools should be inclusive to all users. ()
- 60 You can customize the slide size in PowerPoint using the Insert tab. ()
- 61 Digital voice assistants respond only to email messages. ()
- 62 The first locally manufactured electric car works with fuel. ()
- 63 Photo editing software is used to make images look more professional. ()
- 64 Microsoft Excel cannot be used to create databases. ()
- 65 Set up strong, unique passwords for each account. ()
- 66 To resolve a corrupted file issue, it is advised to check if the software version is updated. ()
- 67 Static webpages display content that can be modified by the user. ()
- 68 WhatsApp™ services are compatible with Android and Apple devices with no restrictions. ()
- 69 AI uses human traits like problem-solving to perform tasks. ()
- 70 GIMP can be used to enhance images. ()



- 71 One of the artificial intelligence tools is a digital voice assistant that answers questions or requests. ()
- 72 It is an ethical responsibility to consider users' privacy when using artificial intelligence. ()
- 73 Google Meet is one of the most popular video conferencing platforms. ()
- 74 If your device doesn't charge, try to use another charging cable. ()
- 75 GIMP supports different image file types. ()
- 76 A flowchart in a PowerPoint presentation illustrates a series of steps. ()
- 77 Smartphones and tablets use the same operating systems as computers. ()
- 78 Search engines can be used to find information about anything. ()
- 79 Using small electric buses could reduce the emissions rate. ()
- 80 AI tool designers and users shouldn't be ethical. ()
- 81 Macintosh computers use the macOS operating system. ()
- 82 GIMP can create a photo of you and your father at the same age. ()
- 83 To create a meeting using video conferencing software, copy the meeting link and paste it into your browser. ()
- 84 Programming languages are defined as commands given in the form of sentences to write computer programs. ()
- 85 The first locally manufactured electric car's maximum speed is 60 km/hr. ()
- 86 Without an OS, your computer will become useless. ()
- 87 Aloj handles the loans process through traditional banks. ()
- 88 You can use messaging services to collaborate on a group project. ()
- 89 You don't need to practice your presentation in advance. ()
- 90 A PowerPoint presentation must exceed 10 slides. ()
- 91 The current electric vehicles can be upgraded with long-lasting lithium-ion batteries. ()

- 92 Consumers use comparison websites to compare products in terms of price or quality. ()
- 93 The Egyptian Knowledge Bank and the Alexandria Digital Library are considered two of the most famous providers of educational services. ()
- 94 Unlocking the device with facial recognition is considered an artificial intelligence tool. ()
- 95 One of the ethics of using artificial intelligence is to use its tools to help society. ()
- 96 E-commerce is the process of buying and selling goods and services over the internet. ()
- 97 Educational service providers include profit organizations only. ()
- 98 Dynamic web content remains the same for every user. ()
- 99 Many sites allow you to use GIMP and edit images directly online. ()
- 100 Among the tools of artificial intelligence are social networking sites, which provide suggestions for users to contact others. ()
- 101 One of the ethics of using artificial intelligence is transparency and data should be based on facts. ()
- 102 Saving your presentation as a PDF file keeps its formatting. ()
- 103 Ms. Manandhar used technology to improve her local environment. ()
- 104 The changes you make in the Control Panel are not automatically applied to other software in your computer. ()
- 105 Microsoft Word includes editing, which allows you to check if your reports are concise and free of spelling and grammatical errors. ()



Answers

1- c	2- b	3- d	4- b	2- 1- x	2- ✓	3- x	4- ✓
5- c	6- a	7- b	8- c	5- ✓	6- ✓	7- ✓	8- x
9- d	10- c	11- a	12- a	9- ✓	10- ✓	11- x	12- x
13- d	14- b	15- d	16- b	13- x	14- ✓	15- x	16- x
17- c	18- b	19- b	20- a	17- ✓	18- ✓	19- x	20- ✓
21- c	22- a	23- b	24- a	21- x	22- x	23- ✓	24- x
25- d	26- b	27- a	28- a	25- ✓	26- x	27- ✓	28- x
29- b	30- a	31- a	32- b	29- x	30- ✓	31- x	32- ✓
33- b	34- d	35- b	36- a	33- ✓	34- ✓	35- x	36- ✓
37- b	38- a	39- a	40- c	37- ✓	38- x	39- ✓	40- ✓
41- d	42- c	43- b	44- b	41- ✓	42- ✓	43- ✓	44- x
45- a	46- a	47- b	48- c	45- ✓	46- ✓	47- x	48- ✓
49- a	50- d	51- b	52- b	49- ✓	50- ✓	51- x	52- ✓
53- b	54- c	55- a	56- b	53- ✓	54- ✓	55- x	56- x
57- a	58- c	59- a	60- c	57- ✓	58- ✓	59- ✓	60- x
61- d	62- c	63- c	64- b	61- x	62- x	63- ✓	64- x
65- c	66- c	67- d	68- a	65- ✓	66- ✓	67- x	68- ✓
69- a	70- b	71- a	72- b	69- ✓	70- ✓	71- ✓	72- ✓
73- b	74- c	75- d	76- b	73- ✓	74- ✓	75- ✓	76- ✓
77- b	78- b	79- b	80- c	77- x	78- ✓	79- ✓	80- x
81- c	82- b	83- a	84- c	81- ✓	82- ✓	83- x	84- ✓
85- a	86- d	87- c	88- a	85- ✓	86- ✓	87- x	88- ✓
89- b	90- a			89- x	90- x	91- ✓	92- ✓
				93- ✓	94- ✓	95- ✓	96- ✓
				97- x	98- x	99- ✓	100- ✓
				101- ✓	102- ✓	103- ✓	104- x
				105- ✓			

حمل الآن

مجاناً وحصرياً

المراجعة رقم (3)

الترم الثاني





Final Revision

*(1) Choose the right answer:

Mr. Ahmed Elbasha

1. The picture can be inserted into document by clicking on tab.

- a. Draw b. Insert c. Design d. Editing

2. You can use to create database.

- a. MS. Word b. MS. PowerPoint c. MS. Excel d. GIMP

3. is the process of buying and selling products online.

- a. Commerce b. E-commerce c. Comparison d. editing

4. Artificial intelligence depends on to learn problem-solving.

- a. Algorithms b. Printers c. Virtual reality d. Draw

5. are considered technological research tools.

- a. Search Engines b. Stocks
c. Stock Exchange d. exaggerated

6. use different operating systems like Android and iOS.

- a. Smartphones b. Google Play Store
c. Tablets d. Both (a) and (c)

7. symbol is used for dividing numbers in Excel formulas.

- a. + b. - c. / d. *

8. PowerPoint presentation can include

- a. images and videos b. animations and text
c. videos and graphics d. All of them

9. is from the uses of artificial intelligence.

- a. Facial recognition b. Navigation apps
c. Smart home devices d. All of them

10. To add a new wireless printer, select Hardware and Sound, then

- a. document b. software
c. remove d. add a device

11. store a large amount of information in a computer system.

- a. spreadsheet b. Database
c. Windows d. Presentation

12.To create a meeting in Google Meet™, click on

- a. close meeting
- b. End meeting
- c. New Meeting
- d. Record meeting

13..... is used to display a series of steps in PowerPoint presentation.

- a. Colors
- b. A flowchart
- c. Text
- d. Notes

14..... is the most reliable creation tool to use for writing reports to share information

- a. Application
- b. Microsoft word
- c. WhatsApp
- d. Access

15..... is an example of a paid photo editing software.

- a. Gimp
- b. Adobe photoshop
- c. Spotify
- d. Word

16.Aloi is a company that helps people use financial services.

- a. financial
- b. transportation
- c. education
- d. none of them

17.Most Laptops and Computers are pre-loaded with the operating system.

- a. macOS
- b. Linux
- c. Windows
- d. Google

18.You can use to unlock your devices.

- a. Paint app
- b. Word app
- c. facial recognition
- d. WhatsApp

19..... is a popular video conferencing platform.

- a. Word
- b. Google meet
- c. Excel
- d. PowerPoint

20..... is used to create dynamic web content.

- a. JavaScript
- b. HTML
- c. Excel
- d. word

21.Combining two images to make them look like one is called

- a. cropping
- b. retouching
- c. blending
- d. shading

22..... it is an app for storing money.

- a. Facebook
- b. Instagram
- c. Mobile wallet
- d. Messenger

23..... uses human traits of problem-solving, reasoning, and decision-making to perform tasks.

- a. AR
- b. AI
- c. VR
- d. None them

24.The system settings control called in windows.

- a. Control center
- b. Control Panel
- c. System Preferences
- d. System manager

25.The web content that changes based on user interactions is called

- a. Dynamic content
- b. Static content
- c. None of them
- d. both A and B

26..... store(s) a large amount of information in a computer system.

- | | |
|-------------------|-----------------|
| a. Search engines | b. Social media |
| c. Stock exchange | d. Databases |

27..... are AI computer programs designed to respond to questions online.

- | | |
|-----------------|------------------|
| a. Chat windows | b. Chatbots |
| c. Chatrooms | d. WhatsApp chat |

28.MS Manandhar co-founded the fintech company ALOI a company helps the business owner get a loan then get a used passengers it to pay rides.

- | | |
|-------------------------|--------------------|
| a. financial technology | b. digital number |
| c. digital token | d. digital lithium |

29.Graphic designers, photographers and other creative professionals use expensive software such as

- | | | | |
|---------|--------------------|-------------|-----------|
| a. GIMP | b. Adobe Photoshop | c. MS Paint | d. Google |
|---------|--------------------|-------------|-----------|

30.In Windows OS you can add a new wireless printer by using

- | | |
|-----------------------|------------------|
| a. Control Center | b. Control Panel |
| c. System Preferences | d. none of them |

31.OS manages different units of a computer, such as

- | | | | |
|--------|-----------|------------|----------------|
| a. CPU | b. Memory | c. Storage | d. all of them |
|--------|-----------|------------|----------------|

32.To deal with images and make the needed modifications, use program.

- | | | | |
|---------|----------------|---------|----------|
| a. Word | b. Google Meet | c. GIMP | d. Excel |
|---------|----------------|---------|----------|

33..... is the primary function of an operating system (OS).

- | | |
|----------------------------|------------------------------------|
| a. Word processing | b. Prevent viruses |
| c. Provide internet device | d. Manage the computer's functions |

34.Flowcharts often represent in a PowerPoint presentation.

- | | |
|-------------------------|----------------------|
| a. statistical analysis | b. a series of steps |
| c. a text summary | d. financial data |

35.When you buy a computer, it usually has a pre-loaded

- | | | | |
|---------|----------|---------|-------|
| a. GIMP | b. Excel | c. Word | d. OS |
|---------|----------|---------|-------|

36.Once your meeting has been created, that Google has given you.

- | | |
|------------------|--------------------|
| a. copy the link | b. delete the link |
| c. cut the link | d. remove the link |

37.It's important to be when writing to an ESPs.

- | | | | |
|----------|-------------|-----------|--------|
| a. funny | b. informal | c. formal | d. bad |
|----------|-------------|-----------|--------|

38.One way to divide a company's ownership into equal sections is called

- | | | | |
|-----------|----------|---------|----------|
| a. shares | b. tools | c. apps | d. items |
|-----------|----------|---------|----------|

39. When your device won't charge, is a recommended solution.

- a. cleaning the charging port
- b. changing password
- c. updating the OS
- d. delete the corrupted file

40. To deal with images and make the needed modifications, use program.

- a. GIMP
- b. Word
- c. Excel
- d. Paint

41. MacOS is For software compared to other operating systems.

- a. free
- b. more expensive
- c. less expensive
- d. weak

42. is an Excel feature allowing you to arrange your data in ascending or descending order.

- a. Filtering
- b. Formatting
- c. Sorting
- d. Sharing

43. Stands for Hypertext Markup Language.

- a. HTML
- b. Java
- c. both a. and (b)
- d. None of them

44. You can start entering a formula in an Excel cell

- a. by typing "+"
- b. by typing "="
- c. by typing "-"
- d. by typing "/"

45. is the recommended minimum font size for text in PowerPoint presentations

- a. 10 points
- b. 20 points
- c. 30 points
- d. 40 points

46. You can use messaging services, such as the application to communicate ideas and share information.

- a. Microsoft Word
- b. Microsoft Excel
- c. WhatsApp TM
- d. Paint

47. runs on Macintosh computers.

- a. macOS
- b. Linux
- c. Windows
- d. Word

48. is a programming language used to create dynamic web content.

- a. Scratch
- b. JavaScript
- c. HTML
- d. Google

49. is a software that can be used to create databases.

- a. Microsoft Word
- b. Microsoft PowerPoint
- c. Microsoft Excel
- d. Paint

50. An OS coordinates the communication between your

- a. Hardware and software
- b. software only
- c. printer and TV
- d. Internet

51. tab is what you should use to add pictures to your PowerPoint presentation.

- a. Design
- b. Insert
- c. File
- d. Review

52. are kinds of data you can include in Excel.

- a. Only text
- b. Numbers, text and dates
- c. Only dates
- d. Only numbers

53. Both profit and non-profit organizations are considered

- a. EKB b. IOT c. AI d. ESPs

54. operating systems is commonly pre-loaded on most laptops and computers.

- a. MacOS b. Microsoft Windows
c. Linux d. Android

55. One way to divide a company's ownership into equal sections is called

- a. apps b. shares c. tools d. titles

56. is an open-source software that can be used to change images in any way that you want

- a. Windows b. GIMP c. Excel d. JavaScript

57. is set and remains the same to every user who visits the website.

- a. Static web content b. Dynamic web content
c. both (a) & (b) d. none of them

58. Databases can be used to collect information about

- a. people b. places c. things d. all of them

59. GIMP is a/an source software that is used to alter images.

- a. open b. closed c. copy d. none of them

60. is an example of a paid photo editing software.

- a. Adobe Photoshop b. GIMP
c. MS Word d. Excel

*** (2) Put (√) or (X) :**

1. Chatbots are real people responding to questions online. ()
2. You can join a meeting by entering the invite link. ()
3. HTML is used for creating static web pages. ()
4. Artificial intelligence (AI) depends on algorithms to teach it. ()
5. Ms. Sonika Manandhar is a doctor. ()
6. WhatsApp is used for sending and receiving messages. ()
7. Databases cannot be used to collect information about people. ()
8. GIMP is an open source image editing program. ()
9. Using electric cars is a part of Egypt's strategy to adopt green economy. ()
10. PowerPoint doesn't provide an option to save presentation as a PDF file. ()
11. ESPs stand for Educational Service Providers. ()
12. In Microsoft Excel, the symbol "/" can be used to multiply data. ()
13. Always be formal when contacting Educational service Providers. ()
14. You cannot include a flowchart in PowerPoint presentation. ()
15. Most laptops and computers have Microsoft Windows pre-loaded. ()
16. Microsoft Excel is a popular tool for creating presentations. ()
17. A flowchart in PowerPoint presentation illustrates a series of steps. ()
18. Microsoft Word is the most reliable creation tool to use for writing report. ()
19. All smartphones and tablets use the Android operating system. ()
20. Adobe Photoshop and GIMP are free photo editing software. ()
21. Email spam filters prevent dangerous email from reaching your inbox. ()
22. A stock exchange is a market where people can buy and sell shares, called stocks ()
23. Educational service providers (ESPs) often include non-profit organizations only. ()
24. Blending means combining two images to make them look like one. ()
25. HTML is used to create static web content. ()
26. Artificial intelligence (AI) depends on algorithms. ()
27. Mobile wallet can't be used to pay bills. ()

28.A stock exchange is a market where shares, or stocks, are traded.	()
29.GIMP is a close-source software that can be used on different operating systems.	()
30.Databases may be used by a business to track employee's information.	()
31.Microsoft Word is used for writing reports.	()
32.You can contact ESPs to help you with research, as needed.	()
33.Macintosh computers use an operating system called Windows.	()
34.You can only send text messages through WhatsApp and not image or videos.	()
35.JavaScript cannot be used to create dynamic web content.	()
36.Blending images is not possible with GIMP.	()
37>Your operating system manages how your hardware and software communicate.	()
38.You cannot change the colors of SmartArt graphics in PowerPoint.	()
39.When you buy a computer or device, it usually has a pre-loaded OS	()
40.To create a static web page, HTML coding language is used.	()
41.Navigation apps are not tools of artificial intelligence.	()
42.Every Excel formula must begin with the equal sign"=".	()
43.E-commerce is the buying and selling of goods and services on the internet.	()
44.It is difficult to find online shops.	()
45.Microsoft PowerPoint is an example of a creation tool for presentations.	()
46.You can join a meeting by entering the invite link.	()
47.E-commerce involves only buying and selling goods.	()
48.You can customize your own slide size in PowerPoint.	()
49.Teams app is a popular video conferencing platform from Microsoft.	()
50.Java is a program for creating presentations	()
51.GIMP is an open-source software that can be used on different operating systems.	()
52.Microsoft Excel is a tool that can be used to create and manage databases.	()
53.Android and iOS are examples of operating systems used on desktop computers.	()
54.Most minibus drivers in Nepal are men.	()
55.You can't remove computer programs from your computer.	()

56.HTML can be used to create static web content.	()
57.To create a dynamic web page, the HTML programming language is used.	()
58.Facial recognition to unlock your devices is an example of artificial intelligence.	()
59.PowerPoint helps you to understand the material better than just plain text.	()
60.You can use messaging services, such as the WhatsApp application, to communicate ideas and share information.	()
61.Microsoft Excel can be used to create databases.	()
62.All Educational Service Providers (ESPs) are profit organizations.	()
63.In Windows, the system settings control is called Control Center.	()
64.No need to check the connection and software before a video call.	()
65.A flowchart in PowerPoint illustrates a series of steps.	()
66.Gimp can only be used on Windows devices.	()
67.PowerPoint allows saving presentations as PDF files.	()
68.Adobe Photoshop and GIMP are free photo editing software.	()

(3) Complete the following sentences by using these words:*1. (JavaScript - HTML - cable - Dynamic)**

1. Checking the charging is a suggested action if your device won't charge.
2. is used to create static web content.
3. web content can be changed based on the individual user's interactions.
4. allows the creation of dynamic web content.

2. (green economy - WhatsApp - digital token – Aloj)

1. The business owner receives a when the funder confirms a loan.
2. Using electric cars is part of Egypt's strategy to adopt
3. is a company that helps people use financial services.
4. You can use messaging services, such as the application, to communicate ideas and share information.

3. (mistakes – ideas - Microsoft Word - Excel)

1. is still the most reliable creation tool to use for writing reports to share information.
2. Microsoft PowerPoint can be used to make presentations that express and views.
3. Check your presentation are there any in the text or in the layout.
4. You can use to create databases.

4. (communication - expensive - Chatbots - organizations - Blending)

1. combines two images to make them look like one.
2. Graphic designers, photographers and other creative professionals use a/an software such as Adobe Photoshop®.
3. Operating system coordinates the between hardware and software.
4. Profit and non-profit are included in the category of educational service providers (ESPs).
5. are computer programs with artificial intelligence (AI) that can answer questions on the internet.

5. (buying - microphone - reviews - shares – algorithms)

1. AI relies on to learn problem-solving, reasoning, and decision-making.
2. A stock exchange is a market where people can buy and sell called stocks.
3. Competitors' opinions and negative affect companies' business.
4. E-commerce is the and selling of goods and services on the internet.
5. Once you're in the Meet, you will be asked to approve the use of the and camera

Model Answer

*(1) Choose the right answer:

1. B	9. D	17. C	25. A	33. D	41. B	49. C	57. A
2. C	10. D	18. C	26. D	34. B	42. C	50. A	58. D
3. B	11. B	19. B	27. B	35. D	43. A	51. B	59. A
4. A	12. C	20. A	28. C	36. A	44. B	52. B	60. A
5. A	13. B	21. C	29. B	37. C	45. C	53. D	
6. D	14. B	22. C	30. B	38. A	46. C	54. B	
7. C	15. B	23. B	31. D	39. A	47. A	55. B	
8. D	16. A	24. B	32. C	40. A	48. B	56. B	

*(2) Put (√) or (X) :

1. (X)	10. (X)	19. (X)	28. (√)	37. (√)	46. (√)	55. (X)	64. (X)
2. (√)	11. (√)	20. (X)	29. (X)	38. (X)	47. (√)	56. (√)	65. (√)
3. (√)	12. (X)	21. (√)	30. (√)	39. (√)	48. (√)	57. (X)	66. (X)
4. (√)	13. (√)	22. (√)	31. (√)	40. (√)	49. (√)	58. (√)	67. (√)
5. (X)	14. (X)	23. (X)	32. (√)	41. (X)	50. (X)	59. (√)	68. (X)
6. (√)	15. (√)	24. (√)	33. (X)	42. (√)	51. (√)	60. (√)	
7. (X)	16. (X)	25. (√)	34. (X)	43. (√)	52. (√)	61. (√)	
8. (√)	17. (√)	26. (√)	35. (X)	44. (X)	53. (X)	62. (X)	
9. (√)	18. (√)	27. (X)	36. (X)	45. (√)	54. (X)	63. (X)	

*(3) Complete the following sentences by using these words:

1	1. Cable 2. HTML 3. Dynamic 4. JavaScript	2	1. digital token 2. green economy 3. Aloï 4. WhatsApp
3	1. Microsoft Word 2. Ideas 3. Mistakes 4. Excel	4	1. Blending 2. Expensive 3. Communication 4. Organizations 5. Chatbots
5	1. Algorithms 2. Shares 3. Reviews 4. Buying 5. microphone		

حمل الآن

مجاناً وحصرياً

المراجعة رقم (4)

الترم الثاني





Put (✓) or (X) :

- 1 Unlocking the device with facial recognition is considered an artificial intelligence tool. ()
- 2 One of the ethics of using artificial intelligence is to use its tools to help society. ()
- 3 Among the tools of artificial intelligence are social networking sites that provide suggestions for users to contact others. ()
- 4 One of the ethics of using artificial intelligence is transparency and real data. ()
- 5 One of the artificial intelligence tools is a digital voice assistant that answers questions or requests. ()
- 6 It is an ethical responsibility to use artificial intelligence to consider user privacy. ()
- 7 E-commerce is the process of buying and selling goods and services over the Internet. ()
- 8 Educational service providers include for-profit organizations only. ()
- 9 Consumers use comparison websites to compare products in terms of price or quality. ()
- 10 The Egyptian Knowledge Bank and the Library of Alexandria are considered two of the most famous providers of educational services ()
- 11 Company shares are defined as unequal parts into which ownership of the company is divided. ()
- 12 Chat windows employ chatbots to respond to requests. ()
- 13 Google Meet is one of the most popular video conferencing platforms. ()
- 14 To create a static web page, the JavaScript programming language is used. ()
- 15 To create a meeting using video conferencing software, copy the meeting link and paste it into your browser. ()
- 16 Programming languages are defined as commands given in the form of sentences to write computer programs. ()
- 17 During a video conference, participants can see you if you turn off the camera. ()
- 18 One solution to the problem of accidentally deleting a file is to run the Recycle Bin on your computer to temporarily store the deleted files. ()
- 19 GIMP is an open source image processing program that can be used on different operating systems. ()
- 20 GIMP can be used to enhance images. ()
- 21 GIMP supports different image file types. ()



- 22 GIMP can create a photo of you and your father at the same age. ()
- 23 GIMP takes up a lot of space on your hard drive. ()
- 24 Many sites allow you to use GIMP and edit images directly online. ()
- 25 Unlocking the device with facial recognition consider one of artificial intelligence tool. ()
- 26 You can use GIMP program to enhance a photo that previously taken. ()
- 27 An educational service provider (ESPs) includes non-profit organizations only. ()
- 28 One of the ethics to use artificial intelligence is inclusive. ()
- 29 To create a static webpage used JavaScript language. ()
- 30 Programming languages known as commands that are provided in sentences for writing computer programs. ()
- 31 Using small electric buses could reduce the emissions rate. ()
- 32 Egypt launched its first locally manufactured electric car in February 2023. ()
- 33 Using small electric buses could reduce the emissions rate. ()
- 34 The first locally manufactured electric car worked with fuel. ()
- 35 The current vehicles can be upgraded with long-lasting lithium-ion batteries. ()
- 36 The first locally manufactured electric car maximum speed is 60 km/hr. ()
- 37 The operating system is considered the most important program in your computer. ()
- 38 You can modify the device and programs settings through the control panel. ()
- 39 Macintosh computers use macOS operating system. ()
- 40 The changes you make in the Control Panel don't automatically applied to other software in your computer. ()
- 41 Smartphones and tablets use different operating system as (Android). ()
- 42 The layout and graphical interface of the Control Panel isn't different in each version of Windows. ()
- 43 Word processing program used to write reports and share information. ()
- 44 WhatsApp application allows you to send and receive messages for free. ()
- 45 The WhatsApp services are compatible in android and apple devices with no restrictions. ()
- 46 From the disadvantages of using WhatsApp that Messages sent are encrypted. ()
- 47 Microsoft Word program includes editing tools that allow you to check reports are concise and free of spelling and grammatical errors. ()
- 48 The WhatsApp services can use in android and apple devices with no restrictions. ()



- 49 Microsoft PowerPoint can be used to create presentations that express your opinions and ideas. ()
- 50 If there are any text errors or layout issues, you can make changes in Review mode. ()
- 51 WhatsAppTM can be used to create offers. ()
- 52 PowerPoint presentation must exceed 10 slides. ()
- 53 PowerPoint has animation options that allow you to add movement to sentences and words on slides. ()
- 54 The PowerPoint presentation should exceed 20 minutes. ()
- 55 Databases store a large amount of information in a computer system. ()
- 56 Microsoft PowerPoint can be used to create databases. ()
- 57 Databases store a small amount of information in a computer system. ()
- 58 All data must be managed in accordance with Egyptian data protection laws. ()
- 59 Databases can be used to collect information about people, places, or things ()
- 60 Excel allows you to manipulate numbers in your database by adding formulas. ()
- 61 PowerPoint is a useful presentation tool to share information with others. ()
- 62 A flowchart illustrates a series of steps. ()
- 63 PowerPoint program don't use images and videos. ()
- 64 PowerPoint helps understand the represented material better than normal texts. ()
- 65 Visuals are appealing additions to any presentation. ()
- 66 Flowcharts are used in visualizing a project or task. ()



Choose the correct answers:

- 1- is considered One of the common artificial intelligence tools.
 - A- Intimidation software
 - B- Office software
 - C- Operating systems
 - D- Email filters
- 2-..... means that artificial intelligence tools must include all Users, not just a specific group.
 - A- Transparency.
 - B- Totality (inclusive)
 - C- Reservation
 - D- Benefit
- 3- Among the technological research tools that can be used when shopping online
 - A- Stocks and bonds
 - B- Office software
 - C- Online reviews
 - D- Operating systems
- 4- Virtual museums are considered.....
 - A- Viruses
 - B- Educational service providers
 - C- E-commerce
 - D- Electronic games
- 5- Check your connection to the Internet and the software
 - A- During a video conference
 - B- Before a video conference
 - C- After the video conference ends
 - D- After recording the meeting
- 6- To create a dynamic web page, the programming language is used.....
 - A- HTML
 - B- Windows
 - C- JavaScript
 - D- Paint



7- Open source..... Program.

- A- Adobe Photoshop.
- B- Windows operating system.
- C- GIMP.
- D- Paint.

8- GIMP program.....

- A- is inefficient
- B- needs a large storage space
- C- is closed source program
- D- enhances images

9- Online libraries, educational publishing sites and online museums are considers

- a- Viruses
- b- Educational service providers
- c- E-commerce
- d- Electronic games

10- To create dynamic webpage use Language

- a- HTML
- b- windows
- c- JavaScript
- d- paint

11- The first locally manufactured electric car work with.....

- a- gas
- b- lithium-ion battery
- c- fuel
- d- water

12- As part of its strategy to adopt a green economy, Egypt launched its first

- a- fast train
- b- Satellite channel
- c- locally manufactured electric car
- d- digital educational platform

13- When you plug a new printer into a PC the Windows will.....

- a- downloads the correct software to use it
- b- uninstall it
- c- change its settings
- d- prevent its specification

14-All computer devices and portable computer use operating system

- a- macOS
- b- Microsoft windows



c- Android

d- ios

15- The Program used to type reports.

a- GIMP

b- HTML

c- JavaScript

d- Microsoft word

16- Send and receive free message all over the world is one of the.....advantages.

a- paint

b- WhatsApp

c- Electronic games

d- Programming language

17- The..... program allows you to add movement to sentences and words on slides.

A- GIMP

B- HTML

C- Microsoft PowerPoint

D- Microsoft Word

18- Fonts smaller than..... points should not be used.

A- 10

B- 20

C- 30

D- 40

19-1-The program..... is used to create databases.

A- GIMP

B- Microsoft Excel

C- Microsoft PowerPoint

D- Microsoft Word

20- To create a formula you must first type "....." in the cell.

A- =

B- #

C- /

D- *

21- The Program used to create presentations.

A- GIMP

B- Microsoft Excel

C- Microsoft PowerPoint

D- Microsoft Word

22- You can add tool in the presentation by PowerPoint

a- flowcharts

b- viruses

c- Microsoft word

d- operating system



Put (√) or (X) :

- 1 Unlocking the device with facial recognition is considered an artificial intelligence tool. (√)
- 2 One of the ethics of using artificial intelligence is to use its tools to help society. (√)
- 3 Among the tools of artificial intelligence are social networking sites that provide suggestions for users to contact others. (√)
- 4 One of the ethics of using artificial intelligence is transparency and real data. (√)
- 5 One of the artificial intelligence tools is a digital voice assistant that answers questions or requests. (√)
- 6 It is an ethical responsibility to use artificial intelligence to consider user privacy. (√)
- 7 E-commerce is the process of buying and selling goods and services over the Internet. (√)
- 8 Educational service providers include for-profit organizations only. (X)
- 9 Consumers use comparison websites to compare products in terms of price or quality. (√)
- 10 The Egyptian Knowledge Bank and the Library of Alexandria are considered two of the most famous providers of educational services (√)
- 11 Company shares are defined as unequal parts into which ownership of the company is divided. (X)
- 12 Chat windows employ chatbots to respond to requests. (√)
- 13 Google Meet is one of the most popular video conferencing platforms. (√)
- 14 To create a static web page, the JavaScript programming language is used. (X)
- 15 To create a meeting using video conferencing software, copy the meeting link and paste it into your browser. (X)
- 16 Programming languages are defined as commands given in the form of sentences to write computer programs. (√)
- 17 During a video conference, participants can see you if you turn off the camera. (X)
- 18 One solution to the problem of accidentally deleting a file is to run the Recycle Bin on your computer to temporarily store the deleted files. (√)
- 19 GIMP is an open source image processing program that can be used on different operating systems. (√)



- 20 GIMP can be used to enhance images. (✓)
- 21 GIMP supports different image file types. (✓)
- 22 GIMP can create a photo of you and your father at the same age. (✓)
- 23 GIMP takes up a lot of space on your hard drive. (X)
- 24 Many sites allow you to use GIMP and edit images directly online. (✓)
- 25 Unlocking the device with facial recognition consider one of artificial intelligence tool. (✓)
- 26 You can use GIMP program to enhance a photo that previously taken. (✓)
- 27 Educational service providers (ESPs) includes non-profit organizations only. (X)
- 28 One of the ethics to use artificial intelligence is inclusive. (✓)
- 29 To create a static webpage used JavaScript language. (X)
- 30 Programming languages known as commands that are provided in sentences for writing computer programs. (✓)
- 31 Using small electric buses could reduce the emissions rate. (✓)
- 32 Egypt launched its first locally manufactured electric car in February 2023. (✓)
- 33 Using small electric buses could reduce the emissions rate. (✓)
- 34 The first locally manufactured electric car worked with fuel. (X)
- 35 The current vehicles can be upgraded with long-lasting lithium-ion batteries. (✓)
- 36 The first locally manufactured electric car maximum speed is 60 km/hr. (✓)
- 37 The operating system is considered the most important program in your computer. (✓)
- 38 You can modify the device and programs settings through the control panel. (✓)
- 39 Macintosh computers use macOS operating system. (✓)
- 40 The changes you make in the Control Panel don't automatically applied to other software in your computer. (X)
- 41 Smartphones and tablets use different operating system as (Android). (✓)
- 42 The layout and graphical interface of the Control Panel isn't different in each version of Windows. (X)
- 43 Word processing program used to write reports and share information. (✓)
- 44 WhatsApp application allows you to send and receive messages for free. (✓)
- 45 The WhatsApp services are compatible in android and apple devices with no restrictions. (✓)
- 46 From the disadvantages of using WhatsApp that Messages sent are encrypted. (X)
- 47 Microsoft Word program includes editing tools that allow you to check reports (✓)



- are concise and free of spelling and grammatical errors.
- 48 The WhatsApp services can use in android and apple devices with no restrictions. (✓)
- 49 Microsoft PowerPoint can be used to create presentations that express your opinions and ideas. (✓)
- 50 If there are any text errors or layout issues, you can make changes in Review mode. (✓)
- 51 WhatsAppTM can be used to create offers. (X)
- 52 PowerPoint presentation must exceed 10 slides. (X)
- 53 PowerPoint has animation options that allow you to add movement to sentences and words on slides. (✓)
- 54 The PowerPoint presentation should exceed 20 minutes. (X)
- 55 Databases store a large amount of information in a computer system. (✓)
- 56 Microsoft PowerPoint can be used to create databases. (X)
- 57 Databases store a small amount of information in a computer system. (X)
- 58 All data must be managed in accordance with Egyptian data protection laws. (✓)
- 59 Databases can be used to collect information about people, places, or things (✓)
- 60 Excel allows you to manipulate numbers in your database by adding formulas. (✓)
- 61 PowerPoint is a useful presentation tool to share information with others. (✓)
- 62 A flowchart illustrates a series of steps. (✓)
- 63 PowerPoint program don't use images and videos. (X)
- 64 PowerPoint helps understand the represented material better than normal texts. (✓)
- 65 Visuals are appealing additions to any presentation. (✓)
- 66 Flowcharts are used in visualizing a project or task. (✓)

Choose the correct answers:

- 1- is considered One of the common artificial intelligence tools.
- A- Intimidation software
- B- Office software
- C- Operating systems
- D- Email filters



2-..... means that artificial intelligence tools must include all Users, not just a specific group.

A- Transparency.

B- Totality (inclusive)

C- Reservation

D- Benefit

3- Among the technological research tools that can be used when shopping online

A- Stocks and bonds

B- Office software

C- Online reviews

D- Operating systems

4- Virtual museums are considered.....

A- Viruses

B- Educational service providers

C- E-commerce

D- Electronic games

5- Check your connection to the Internet and the software

A- During a video conference

B- Before a video conference

C- After the video conference ends

D- After recording the meeting

6- To create a dynamic web page, the programming language is used.....

A- HTML

B- Windows

C- JavaScript

D- Paint

7- Open source..... Program.

A- Adobe Photoshop.

B- Windows operating system.

C- GIMP.

D- Paint.

8- GIMP program.....

A- is inefficient

B- needs a large storage space



C- is closed source program

D- enhances images

9- Online libraries, educational publishing sites and online museums are considers

a- Viruses

b- Educational service providers

c- E-commerce

d- Electronic games

10- To create dynamic webpage use Language

a- HTML

b- windows

c- JavaScript

d- paint

11- The first locally manufactured electric car work with.....

a- gas

b- lithium-ion battery

c- fuel

d- water

12- As part of its strategy to adopt a green economy, Egypt launched its first

a- fast train

b- Satellite channel

c- locally manufactured electric car

d- digital educational platform

13- When you plug a new printer into a PC the Windows will.....

a- downloads the correct software to use it

b- uninstall it

c- change its settings

d- prevent its specification

14-All computer devices and portable computer use operating system

a- macOS

b- Microsoft windows

c- Android

d- ios

15- The Program used to type reports.

a- GIMP

b- HTML

c- JavaScript

d-Microsoft word

16- Send and receive free message all over the world is one of the.....advantages.



a- paint

b- WhatsApp

c- Electronic games

d- Programming language

17- The..... program allows you to add movement to sentences and words on slides.

A- GIMP

B- HTML

C- Microsoft PowerPoint

D- Microsoft Word

18- Fonts smaller than..... points should not be used.

A- 10

B- 20

C- 30

D- 40

19-1-The program..... is used to create databases.

A- GIMP

B- Microsoft Excel

C- Microsoft PowerPoint

D- Microsoft Word

20- To create a formula you must first type "....." in the cell.

A- =

B- #

C- /

D- *

21- The Program used to create presentations.

A- GIMP

B- Microsoft Excel

C- Microsoft PowerPoint

D- Microsoft Word

22- You can add tool in the presentation by PowerPoint

a- flowcharts

b- viruses

c- Microsoft word

d- operating system

حمل الآن

مجاناً وحصرياً

المراجعة رقم (5)

الترم الثاني



Theme3: Lesson 1 Questions : EXPLORER IN ACTION

First: Put the word (True) or (False) :-

- 1- Ms. Mogos designs games to teach Children and Young people about the ethical implications of technology. ()
- 2- Scratch is a free programming website for children. ()
- 3- Algorithm is a step- by-step procedure do not used for solving problems. ()
- 4- Ai is one of Egypt's top priorities. ()
- 5- Alexa can't turn on the lights and plays your favorite music. ()
- 6- AI learns what humans teach it. ()

Second: Choose the correct answer from the brackets:

- 1- It is a free programming website for children.
a- GIMP b- Scratch c- Word d- Python
- 2- Ms. Mogos designed activities about the effect of on different communities and cultures.
a- Augmented reality b- Virtual reality c- Artificial intelligence d- all of above
- 3- It is a step- by-step procedure used for solving problems or doing computations.
a- Database b- Cloud c- Algorithm d- web
- 4- Amazon designed to converse in a human-like manner.
a- Siri b- Personal Assistant c- Alexa d- all of above
- 5- It is a data storage space available over the Internet that allows the user to access it.
a- Cloud b- Scratch c- GIMP d- HTML

Theme3: Lesson 2 Questions : ETHICS OF USING ARTIFICIAL INTELLIGENCE

First: Put the word (True) or (False) :-

- 1- Artificial intelligence relies on the word processing program Word to solve logical problems. ()
- 2- Navigation applications to guide you to a destination are considered common artificial intelligence tools. ()
- 3- Artificial intelligence relies on algorithms to solve problems. ()

- 4- Artificial intelligence tools must include all users. ()
- 5- Artificial intelligence relies on algorithms to solve problems. ()
- 6- Spam filter for emails can open harmful emails from your inbox. ()
- 7- Unlocking the device with facial recognition is considered an artificial intelligence tool.()
- 8- One of the ethics of using artificial intelligence is to use its tools to help society.()
- 9- Among the tools of artificial intelligence are social networking sites that provide suggestions for users to contact others. ()
- 10- One of the ethics of using artificial intelligence is transparency and real data.()
- 11- One of the artificial intelligence tools is a digital voice assistant that answers questions or requests. ()
- 12- It is an ethical responsibility to use artificial intelligence to consider user privacy. ()

Second: Choose the correct answer from the brackets:

- 1- is an artificial intelligence tool used to unlock the device.
A- Navigation applications B- Facial recognition. C- Word D-Excel
- 2- One of the ethical principles that must be taken into account when using artificial intelligence
A- Extortion B- impersonate C- Transparent D- piracy
- 3- Through you can solve problems, use reasoning and make decisions to perform tasks.
A- Digital platforms B- Artificial intelligence C- Electronic services D- piracy
- 4- One of the common artificial intelligence tools used to regulate temperature.
A- Processing tools B- Smart thermostats
C- Navigation applications D- Facial recognition
- 5- Artificial intelligence relies on to solve problems.
A- Algorithms B- Robots C- Transparency D- CLOUD

6- One of the ethics that artificial intelligence designers must apply.

A- Be inclusive B- Be transparent C- Be protective D- ALL OF ABOVE

7- It is a computer program designed to answer questions over the Internet.

a- digital voice assistants b- smart home devices

c- Navigation apps d- ALL OF ABOVE

8- One of the ethical principles that must be taken into account when using artificial intelligence is

A- Extortion B- Identity theft C- inclusive D- Bullying

9- is considered One of the common artificial intelligence tools.

A- scareware B- Office software C- Operating systems D- Email filters

10- It means that artificial intelligence tools must include all Users, not just a specific group.

A- Transparency B- Totality (inclusive) C- Reservation D- Benefit

Theme3: Lesson 3 Questions : E-COMMERCE

First: Put the word (True) or (False) :-

1- There are no risks from working in the stock market field. ()

2- Negative online news stories can affect companies Stock business. ()

3- It is impossible to buy and manage stocks through websites. ()

4- Online reviews can be used to help you buy a product. ()

5- The stock exchange is a market that enables individuals to buy and sell stocks. ()

6- E-commerce is the process of buying and selling goods and services over the Internet. ()

7- Online product reviews are always honest, not exaggerated, and help you buy a product. ()

8- Search engines can be used to get information. ()

9- E-commerce is the process of buying and selling goods and services over the Internet.()

- 10- Consumers use comparison websites to compare products in terms of price or quality. ()
- 11- Company shares are defined as unequal parts into which ownership of the company is divided. ()

Second: Choose the correct answer from the brackets:

- 1- Can be bought, managed and sold through websites
A- Stocks. B- Bonds. C- Both d- none
- 2- Individuals' profits based on the company's performance are considered a risk of
A- Websites B- Email C- Buying stocks d- internet
- 3- it is known as the process of buying and selling goods and services over the Internet.
A- Cloud computing. B- Digital platforms C- E- commerce. D- all of above
- 4- To find out the best prices for products on the Internet and to know the preferences for these products, you can use
A- Digital footprint B- COMPARISON WEBSITES
C- Word program D- all of above
- 5- It will give the user quick results along with a brief description of each result.
A- Search engines B- Stock exchange C- E- commerce D- Ai
- 6- can be used to find information about the product.
A- Public libraries B- Articles C- Search engines D- Ai
- 7- Individuals get a certain percentage of the company's ownership when they buy
A- Ratings B- Stocks C- Ai D- all of above
- 8- are used to find information on any topic.
A- Chabot's B- Bonds C- Search Engines D- all of above
- 9- Companies can sell as a way to raise money.
A- Bonds B- Search Engines C- EKB D- all of above
- 10- sites are used by consumers to compare products in terms of price or quality.
A- Search B- comparison websites C- Phishing D- all of above

11- Individuals receive a certain percentage of the company's ownership when they buy

a- Valuations b- Stocks c- Ai D- all of above

12- Technological tools help others find what they need.

A. Design B. Research C. Transportation D. Drawing

13- Among the technological research tools that can be used when shopping online ...

A- Stocks and bonds B- Office software C- Online reviews D- Operating systems

Theme1: Lesson 4 Questions : COMMUNICATING WITH EDUCATIONAL SERVICE PROVIDERS

First: Put the word (True) or (False) :-

1- The Library of Alexandria is an example of an unreliable educational service provider. ()

2- Email is an informal digital communication tool. ()

3- You cannot communicate with educational service providers when you need help with research or any other educational needs. ()

4- Chatbots in chat windows are real people. ()

5- Chat windows do not contain chatbots for responses. ()

6- Email is less formal than window windows. ()

7- The Library of Alexandria and the Egyptian Knowledge Bank are two reputable educational service providers in this field. ()

8- You can communicate with educational service providers formally using email. ()

9- Facebook is a computer program designed to answer questions over the Internet. ()

10- ESPs are sources of information that a student can potentially learn from. ()

11- It is not necessary to be formal when writing to an ESP. ()

12- Educational service providers include for-profit organizations only. ()

13- The Egyptian Knowledge Bank and the Library of Alexandria are considered two of the most famous providers of educational services. ()

14- Chat windows employ chatbots to respond to requests . ()

Second: Choose the correct answer from the brackets:

- 1- Educational service providers (ESP) include organizations
a- Profitable b- Non-profitable c- both d- none
- 2- They are one well-known educational services providers.
a- Alexandria Library b- Egyptian Knowledge Bank c- Both d- none
- 3- Make sure that your message is if you need assistance from educational service providers.
a- Informal b- Formal c- Both d- none
- 4- When using it is necessary to express your request with maximum clarity and focus.
a- Email b- Chat windows c- Telephone d- all of above
- 5- Chatbots are used to respond to requests and are designed to answer questions online.
a- Chat windows b- Email c- Phone d- none
- 6- It is important that your message is in nature when you write to educational service providers
A. Informal. B. Funny C. Formal d- none
- 7- Chat windows on websites provide responses through
A. Chatbots B. Programming C. Excel d- none
- 8- You can use to communicate formally with educational service providers.
A. Excel B. Paint C. E-mail d- none
- 9- is a computer program designed to answer questions over the Internet.
A. Chatbots B. Bonds C. Search engines d- none
- 10- To be is advice given for communicating using chat windows
a- aggressive b-funny c-polite and clear d- none of them
- 11- Virtual museums are considered.....
A- Viruses B- Educational service providers C- E-commerce D- Electronic games

Theme3 Lesson 5 : Questions : COMPUTATIONAL COMMUNICATION TOOLS

First: Put the word (True) or (False) :-

- 1- Cloud computing does not have tools for simultaneous communication. ()
- 2- The basic tools provided by Google Meet and Microsoft Teams are not similar.()
- 3- Google Meet requires the camera and microphone to be turned on during a meeting. ()
- 4- A meeting can be held via Google Meet without the need for internet service. ()
- 5- You must check the Internet connection before communicating via video conference. ()
- 6- It is difficult to communicate at the same time using digital cloud computing tools. ()
- 7- Microsoft Teams is not considered a video conferencing platform. ()
- 8- Sending a follow up email after a video conference is a necessary step. ()
- 9- Google Meet is one of the most popular video conferencing platforms . ()
- 10- To create a meeting using video conferencing software, copy the meeting link and paste it into your browser. ()
- 11- During a video conference, participants can see you if you turn off the camera. ()

Second: Choose the correct answer from the brackets:

- 1- is not a video conferencing platform.
A- Zoom. B- Microsoft Teams. C- Instant chat room D- google meet
- 2- It is necessary to first check before conducting any conversation over the Internet.
A- The device is connected to the Internet B- Change the control mouse
C- Turn on the scanner D- turn on speaker
- 3- You must click on the icon to turn off the sound in Google Meet
A- Camera B- Microphone C- Screen sharing D- chat
- 4- is the most famous platform for video conferencing.
A- Twitter B- Google Meet C- Facebook D- EKB
- 5- is one of the famous video conferencing platforms.
A- Word B- Excel C- Microsoft Teams D- FACEBOOK

6- To create a meeting in Google Meet, click on the option.

A- New meeting B- Join C- Share d- all of above

7- After creating your meeting copy a that google has provided.

a- link b-text c-page d-line

8- Check your connection to the Internet and the software

A- During a video conference B- Before a video conference

C- After the video conference ends D- After recording the meeting

Theme 3 Lesson 6 : PROGRAMMING AND DIGITAL PROBLEMS AND HOW TO SOLVE THEM

First: Put the word (True) or (False) :-

- 1- It is difficult to recover your passwords. ()
- 2- It is preferable to store copies of important files on your email. ()
- 3- Dynamic web content is content that can be changed based on user interactions with the application or website. ()
- 4- HTML is used to design dynamic web pages. ()
- 5- HTML is used to create static web pages. ()
- 6- A static web page displays content that can be changed by the site user. ()
- 7- To overcome the problem of file corruption, it is preferable to delete them and re-upload them again. ()
- 8- Programming languages are languages spoken by humans. ()
- 9- If a device won't charge, one possible solution is updating the device's software. ()
- 10- JavaScript cannot be used to create dynamic web content ()
- 11- To create a static web page, the JavaScript programming language is used. ()
- 12- Programming languages are defined as commands given in the form of sentences to write computer programs. ()
- 13- One solution to the problem of accidentally deleting a file is to run the Recycle Bin on your computer to temporarily store the deleted files. ()

Second: Choose the correct answer from the brackets:

- 1- The first step to solve the problem of a device that does not charge is
- A- Check the power source B- Change the keyboard
C- Replace the device D- Software update
- 2- Hypertext Markup Language (HTML) is a language used
- A- For oral communication B- To create web pages.
C- To conduct video conferences D- all of above
- 3- It is the content that is placed and remains the same for each user who visits the website.
- A- Interactive web B- JavaScript C- Static web D- all of above
- 4- Using password management applications is one of the solutions to the problem of
- A- Device that does not charge B- Corrupted file
C- Forgotten password D- all of above
- 5- Common digital problems is
- A- Corrupted file B- Forgotten password
C- Device that does not charge D- all of above
- 6- Using a name for a file that already exists may cause an error message when trying to a file.
- a- save b- open c- delete D- print
- 7- To create a dynamic web page, the programming language is used.....
- A- HTML B- Windows C- JavaScript D- Paint

Theme 3 Lesson 7 : Questions : USING PHOTO EDITING TOOLS

First: Put the word (True) or (False) :-

- 1- GIMP is a very powerful program as it takes up a lot of space on the hard disk. ()
- 2- Merging images aims to combine two images together to look like one image. ()

- 3- GIMP can be used on different operating systems to change images. ()
- 4- GIMP can only be used on one operating system. ()
- 5- GIMP does not require a lot of space on the hard disk. ()
- 6- You can use different filters to add special effects to the image. ()
- 7- You can use GIMP from the Internet without downloading it to your personal device. ()
- 8- Blending images is not possible with GIMP. ()
- 9- GIMP is an open source image processing program that can be used on different operating systems. ()
- 10- GIMP can be used to enhance images. ()
- 11- GIMP supports different image file types . ()
- 12- GIMP can create a photo of you and your father at the same age . ()
- 13- GIMP takes up a lot of space on your hard drive. ()
- 14- Many sites allow you to use GIMP and edit images directly online. ()

Second: Choose the correct answer from the brackets:

- 1- An open source program used to edit and process Photos.
a- Gimp b- Photoshop c- Word d- Excel
- 2- An expensive and not free program used to edit and process Photos.
a- Gimp b- Photoshop c- Word d- Excel
- 3- It is an efficient and light program.
a- Gimp b- Photoshop c- Word d- Excel
- 4- You can use different to add special effects to an image.
a- Layers b- Brushes c- Filters d- all of above
- 5- It includes some categories such as blur, distort, artistic, animation.
a- Layers b- Brushes c- Filters d- all of above
- 6- GIMP supports file types such as
A- DOCX B- MP4 C- JPEG d- html
- 7- Graphic designers, photographers and other creative professionals use programs such as Adobe Photoshop
A- Cheap B- Expensive C- Free d- all of above
- 8- People's eye color can be changed using the feature in GIMP.
A- Enhance B- Color C- Merge d- all of above
- 9- Open source program.
A- Adobe Photoshop. B- Windows C- GIMP. D- Paint.
- 10- GIMP program
A- is inefficient B- needs a large storage space
C- is closed source program D- enhances images

Theme 4 Lesson 1 : Questions : Explorer in Action

First: Put the (True) or (False) :-

- 1- You can schedule your desired trips through the Internet. ()
- 2- Through social networking sites, you can contribute to spreading awareness about improving the environment, ()
- 3- Ms. Sonika studied engineering, robotics and artificial intelligence. ()
- 4- **Aloi** helps people use financial services. ()
- 5- The mobile wallet is an application for sending money only. ()
- 6- Customers can access services on the Internet from anywhere and at any time. ()
- 7- Egypt has issued a locally manufactured electric car to support the green economy strategy. ()
- 8- You can pay for trips online using a mobile wallet. ()
- 9- Using electric cars is part of Egypt's strategy adopt green economy. ()
- 10- Using small electric buses could reduce the emissions rate . ()
- 11- Egypt launched its first locally manufactured electric car in February 2023.()
- 12- Using small electric buses could reduce the emissions rate . ()
- 13- The first locally manufactured electric car worked with fuel . ()
- 14- The current vehicles can be upgraded with long-lasting lithium-ion batterie.()
- 15- The first locally manufactured electric car maximum speed is 60 km/hr . ()

Second: Choose the correct answer from the brackets:

- 1- using small electric buses could the emissions rate
 - a- reduce b- Increases c- Doesn't affect d- all of above
- 2- most of the minibus drivers in the capital Kathmandu were
 - a- Men b- Women c- Kids d- all of above
- 3- Ms. Sonika co-founded the company
 - A- Agricultural Technology B- Financial Technology
 - C- Industrial Technology d- all of above
- 4- You can store money on your device using the application.

A- Facebook B- Yahoo C- Mobile Wallet D- Digital footprint

5- The first locally manufactured electric car work with.....

- a- gas b- lithium-ion battery c- fuel d- water

6- As part of its strategy to adopt a green economy, Egypt launched its first ..

- a- fast train b- Satellite channel
c- locally manufactured electric car d- digital educational platform

Theme 4 Lesson 2 : OPERATING SYSTEMS AND SOFTWARE

First: Put the (True) or (False) :-

- 1- The operating system is an unimportant program that can be dispensed with in the computer. ()
- 2- Programs can be removed from the computer using the control panel. ()
- 3- Without an operating system, your computer will be useless. ()
- 4- It is possible for the computer to work easily without an operating system. ()
- 5- The operating system (OS) is a program that manages the functions of the computer. ()
- 6- The hardware and software settings in the control panel cannot be changed. ()
- 7- The operating system (OS) is the one that manages the functions of the computer and its associated devices. ()
- 8- Smartphones and tablets use one operating system, Android. ()
- 9- Most laptops and computers have android pre-loaded. ()
- 10- It is difficult to download some programs necessary to operate the printer on your device via the Internet. ()
- 11- The operating system is considered the most important program in your computer . ()
- 12- You can modify the device and programs settings through the control panel.()
- 13- Macintosh computers use macOS operating system. ()
- 14- The changes you make in the Control Panel don't automatically applied to other software in your computer. ()

- 15- Smartphones and tablets use different operating system as (Android). ()
- 16- The layout and graphical interface of the Control Panel isn't different in each version of Windows. ()

Second: Choose the correct answer from the brackets:

- 1- is one of the most important programs on your computer.
A- Photo editing B- Operating system C- Digital wallet d- Excel
- 2- The operating system is an essential part of
A- Software B- Hardware C- Systems d- data
- 3- The operating system (OS) is the program that manage's
A- computer functions B- Manages programs and devices
C- Both are correct d- all of above
- 4- The operating system is the most common on desktop computers.
A- Windows B- Android C – Linux d- all of above
- 5- OS manages different units of computer, such as.....
a. CPU b. memory c. storage d. all of them
- 6- manages computer functions and facilitates easy communication between the user and the device.
A. Microphone B. Printer C. Scanner D. Operating systems
- 7- When you plug a new printer into a PC the Windows will.....
a- downloads the correct software to use it b- uninstall it
c- change its settings d- prevent its specification
- 8- All computer devices and portable computer use operating system
a- macOS b- Microsoft windows c- android d- ios

Theme 4 Lesson 3 : Questions : WRITING AND SHARING REPORTSE

First: Put the word (True) or (False) :-

- 1- WhatsApp is an example of a messaging service. ()
- 2- It is difficult to download some of the programs necessary to operate the printer on your device over the Internet. ()

- 3- Text messages allow images, audio clips, and video to be sent to only one person. ()
- 4- One of the features of WhatsApp is that it encrypts sent messages so that only the recipient can read the message. ()
- 5- Word formatting tools allow you to put titles and insert images. ()
- 6- Reports can be written using Microsoft Word. ()
- 7- You can use messaging services such as WhatsApp to exchange ideas and share information. ()
- 8- Text messages are sent to only one person and cannot be sent to a group of people. ()
- 9- Word processing program used to write reports and share information. ()
- 10- WhatsApp application allows you to send and receive messages for free. ()
- 11- The WhatsApp services are compatible in android and apple devices with no restrictions. ()
- 12- From the disadvantages of using WhatsApp that Messages sent are encrypted. ()
- 13- Microsoft Word program includes editing tools that allow you to check reports are concise and free of spelling and grammatical errors. ()

Second: Choose the correct answer from the brackets:

- 1- Images can be inserted into a document by clicking on the tab Then clicking on Choose Images.
A- Design B- Layout C- Insert D- DRAW
- 2- Services depend on the device's connection to the Internet.
A- Email B- Paper mail C- Paper magazines D- PRINTED
- 3- is an example of an instant messaging application.
A- Windows B- GPS C- SmartArt D- WhatsApp
- 4- Microsoft Word is used in
A- Sharing information B- Writing reports C- Both D- NONE

5- to view a document before saving or printing

a- Painting tools b- language tools c- preview tools D- INSERT

6- The Program used to type reports.

a- GIMP b- HTML c- JavaScript d- Microsoft word

7- Send and receive free message all over the world is one of the... advantages.

a- paint b- WhatsApp c- electronic games d- programming language

Theme 4 Lesson 4 : Questions : CREATING A PRESENTATION

First: Put the word (True) or (False) :-

1- You can create presentations that rely on movement and sound using Excel. ()

2- PowerPoint provides options to add movement to sentences and words on slides. ()

3- In presentations, the font size should not be less than 30. ()

4- PowerPoint helps you understand the material presented better than plain text. ()

5- Microsoft PowerPoint can be used to create presentations that express your opinions and ideas. ()

6- If there are any text errors or layout issues, you can make changes in Review mode. ()

7- WhatsAppTM can be used to create offers. ()

8- PowerPoint presentation must exceed 10 slides . ()

9- PowerPoint has animation options that allow you to add movement to sentences and words on slides. ()

10- The PowerPoint presentation should exceed 20 minutes. ()

Second: Choose the correct answer from the brackets:

1- The slide size is changed through the tab.

A- Insert B-PRINT C- Design D- File

2- To save the presentation file, you must click on

A- Insert B- Design C- Save As D- FORMAT

3-

4- The presentation is printed in PowerPoint from the tab.

A- File B- Insert C- Design D- FORMAT

5- When writing text in a presentation, the font size must not be smaller than

A-30 B-20 C-10 D- 40

6- The recommended rule that must be followed in PowerPoint presentations

A- 10-20-30 B- 20-30-40 C- 5-10-15 D- 30-40-50

7- It is a tab in Power Point that allows you to choose the size of your slide.

a- File tab b- Insert tab c- Design tab D- FORMAT TAB

8- the PowerPoint presentation shouldn't exceed based on the 10-20-30 rule.

a- 20 slides b- 10 slides c- 10 colors D- 40 MINUTS

9- The program allows you to add movement to sentences and words on slides.

A- GIMP B- HTML C- Microsoft PowerPoint D- Microsoft Word

10- Fonts smaller than points should not be used

A- 10 B- 20 C- 30 D- 40

Theme 4 Lesson 5 : Questions : CREATING A DATABASE

First: Put the word (True) or (False) :-

- 1- Only simple data (name, email) can be stored in your databases. ()
- 2- You must write "--" at the beginning of the cell to create a formula in Excel. ()
- 3- To create a formula in Excel, you must start with the equal sign =. ()
- 4- Excel does not allow adding text to cells, but it allows adding numbers only. ()
- 5- Databases store a small amount of information and data. ()
- 6- Databases store a large amount of information in a computer system . ()
- 7- Microsoft PowerPoint can be used to create databases. ()
- 8- Databases store a small amount of information in a computer system . ()
- 9- All data must be managed in accordance with Egyptian data protection laws. ()
- 10- Databases can be used to collect information about people, places, or things. ()
- 11- Excel allows you to manipulate numbers in your database by adding formulas.()

Second: **Choose the correct answer from the brackets:**

1- Companies use to record their employees' data.

A- Databases B- Digital blogs C- Social sites D- message service

2- Which of the following formulas is a correct formula that can be used in Excel

A- C5+B6 B- =A3+D2 C- AB3-B1 D- N2**N5

3- The symbol is used in Excel to perform mathematical operations.

A- @ B- \$ C- = D- #

4- To create a formula in Microsoft Excel, the ... symbol must be written in the cell.

A- + B- = C- / D- #

5- Databases can be used in Excel to collect information about

A- People B- Places C- things D- All of the above

6- symbol is used for diving numbers in excel formulas.

a- + b- * c- / D- =

7- The program is used to create databases..

A- GIMP B- Microsoft Excel C- PowerPoint D- Microsoft Word

8- To create a formula you must first type "....." in the cell.

A- = B- # C- / D- *

Theme 4 Lesson 6 : Questions : CREATING DIGITAL PROJECTS

First: Put the word (True) or (False) :-

- 1- You can change the colors of the flowchart in PowerPoint. ()
- 2- Adding visuals to any presentation makes it attractive. ()
- 3- PowerPoint is a useful presentation tool to share information with others. ()
- 4- A flowchart illustrates a series of steps . ()
- 5- PowerPoint program don't use images and videos . ()
- 6- PowerPoint helps understand the represented material better than normal texts . ()
- 7- Visuals are appealing additions to any presentation . ()
- 8- Flowcharts are used in visualizing a project or task . ()
- 9- PowerPoint program create a database for sharing information with others.()
- 10- A flowchart is a collections of video files. ()
- 11- PowerPoint program allows sharing images and videos with others. ()
- 12- Normal texts helps understand the represented material better than PowerPoint . ()
- 13- Power point allows sharing information via animations and graphics. ()
- 14- When you give a presentation speak clearly, slowly and confidently. ()

Second: Choose the correct answer from the brackets:

- 1- PowerPoint uses the tool to create flowcharts.
A- SmartArt B- Video C- Picture D- SIZE
- 2- To add information to the flowchart, click on
A- Picture B- Text C- Video D- AUDIO
- 3- When giving a presentation, you should speak
A- Randomly. B- Low voice. C- Slowly D- FAST
- 4- Not considered visualizations in a Power Point presentation.
a- Text b- Videos C- PICTURE D- Music
- 5- via the tab, click on SmartArt to create a flowchart in PowerPoint.
a- Design b- review c- insert D- FILE

6- The Program used to create presentations.

- a- GIMP
- b- Microsoft Excel
- c- Microsoft PowerPoint
- d- Microsoft word

7- You can add tool in the presentation by PowerPoint

- a- flowcharts
- b- viruses
- c- Microsoft word
- d- operating system

8- The Program allows to share information such as text, images, videos and animations.

- a- GIMP
- b- paint
- c- Microsoft PowerPoint
- d- flowchart

9- The used to visualize and plan for a task or project

- a- paint
- b- flowchart
- c- image file
- d- database

Theme3: Lesson 1 Questions : EXPLORER IN ACTION

First: Put the word (True) or (False) :-

- 1- Ms. Mogos designs games to teach Children and Young people about the ethical implications of technology. (T)
- 2- Scratch is a free programming website for children. (T)
- 3- Algorithm is a step- by-step procedure do not used for solving problems. (F)
- 4- Ai is one of Egypt's top priorities. (T)
- 5- Alexa can't turn on the lights and plays your favorite music. (F)
- 6- AI learns what humans teach it. (T)

Second: Choose the correct answer from the brackets:

- 1- It is a free programming website for children.
a- GIMP b- Scratch c- Word d- Python
- 2- Ms. Mogos designed activities about the effect of on different communities and cultures.
a- Augmented reality b- Virtual reality c- Artificial intelligence d- all of above
- 3- It is a step- by-step procedure used for solving problems or doing computations.
a- Database b- Cloud c- Algorithm d- web
- 4- Amazon designed to converse in a human-like manner.
a- Siri b- Personal Assistant c- Alexa d- all of above
- 5- It is a data storage space available over the Internet that allows the user to access it.
a- Cloud b- Scratch c- GIMP d- HTML

Theme3: Lesson 2 Questions : ETHICS OF USING ARTIFICIAL INTELLIGENCE

First: Put the word (True) or (False) :-

- 1- Artificial intelligence relies on the word processing program Word to solve logical problems. (F)
- 2- Navigation applications to guide you to a destination are considered common artificial intelligence tools. (T)
- 3- Artificial intelligence relies on algorithms to solve problems. (T)

- 4- Artificial intelligence tools must include all users. (T)
- 5- Artificial intelligence relies on algorithms to solve problems. (T)
- 6- Spam filter for emails can open harmful emails from your inbox. (F)
- 7- Unlocking the device with facial recognition is considered an artificial intelligence tool. (T)
- 8- One of the ethics of using artificial intelligence is to use its tools to help society. (T)
- 9- Among the tools of artificial intelligence are social networking sites that provide suggestions for users to contact others. (T)
- 10- One of the ethics of using artificial intelligence is transparency and real data. (T)
- 11- One of the artificial intelligence tools is a digital voice assistant that answers questions or requests. (T)
- 12- It is an ethical responsibility to use artificial intelligence to consider user privacy. (T)

Second: Choose the correct answer from the brackets:

- 1- is an artificial intelligence tool used to unlock the device.
A- Navigation applications B- Facial recognition C- Word D-Excel
- 2- One of the ethical principles that must be taken into account when using artificial intelligence
A- Extortion B- impersonate C- Transparent D- piracy
- 3- Through you can solve problems, use reasoning and make decisions to perform tasks.
A- Digital platforms B- Artificial intelligence C- Electronic services D- piracy
- 4- One of the common artificial intelligence tools used to regulate temperature.
A- Processing tools B- Smart thermostats
C- Navigation applications D- Facial recognition
- 5- Artificial intelligence relies on to solve problems.
A- Algorithms B- Robots C- Transparency D- CLOUD

- 10- Consumers use comparison websites to compare products in terms of price or quality.(T)
- 11- Company shares are defined as unequal parts into which ownership of the company is divided. (F)

Second: Choose the correct answer from the brackets:

- 1- Can be bought, managed and sold through websites
A- Stocks. B- Bonds. C- Both d- none
- 2- Individuals' profits based on the company's performance are considered a risk of
A- Websites B- Email C- Buying stocks d- internet
- 3- it is known as the process of buying and selling goods and services over the Internet.
A- Cloud computing. B- Digital platforms C- E- commerce. D- all of above
- 4- To find out the best prices for products on the Internet and to know the preferences for these products, you can use
A- Digital footprint B- COMPARISON WEBSITES
C- Word program D- all of above
- 5- It will give the user quick results along with a brief description of each result.
A- Search engines B- Stock exchange C- E- commerce D- Ai
- 6- can be used to find information about the product.
A- Public libraries B- Articles C- Search engines D- Ai
- 7- Individuals get a certain percentage of the company's ownership when they buy
A- Ratings B- Stocks C- Ai D- all of above
- 8- are used to find information on any topic.
A- Chabot's B- Bonds C- Search Engines D- all of above
- 9- Companies can sell as a way to raise money.
A- Bonds B- Search Engines C- EKB D- all of above
- 10- sites are used by consumers to compare products in terms of price or quality.
A- Search B- comparison websites C- Phishing D- all of above

11- Individuals receive a certain percentage of the company's ownership when they buy

a- Valuations b- Stocks c- Ai D- all of above

12- Technological tools help others find what they need.

A. Design B. Research C. Transportation D. Drawing

13- Among the technological research tools that can be used when shopping online ...

A- Stocks and bonds B- Office software C- Online reviews D- Operating systems

Theme1: Lesson 4 Questions : COMMUNICATING WITH EDUCATIONAL SERVICE PROVIDERS

First: Put the word (True) or (False) :-

1- The Library of Alexandria is an example of an unreliable educational service provider. (F)

2- Email is an informal digital communication tool. (F)

3- You cannot communicate with educational service providers when you need help with research or any other educational needs. (F)

4- Chatbots in chat windows are real people. (F)

5- Chat windows do not contain chatbots for responses. (F)

6- Email is less formal than window windows. (F)

7- The Library of Alexandria and the Egyptian Knowledge Bank are two reputable educational service providers in this field. (T)

8- You can communicate with educational service providers formally using email. (T)

9- Facebook is a computer program designed to answer questions over the Internet. (F)

10- ESPs are sources of information that a student can potentially learn from. (T)

11- It is not necessary to be formal when writing to an ESP. (F)

12- Educational service providers include for-profit organizations only. (F)

13- The Egyptian Knowledge Bank and the Library of Alexandria are considered two of the most famous providers of educational services. (T)

14- Chat windows employ chatbots to respond to requests . (T)

Second: Choose the correct answer from the brackets:

- 1- Educational service providers (ESP) include organizations
a- Profitable b- Non-profitable c- both d- none
- 2- They are one well-known educational services providers.
a- Alexandria Library b- Egyptian Knowledge Bank c- Both d- none
- 3- Make sure that your message is if you need assistance from educational service providers.
a- Informal b- Formal c- Both d- none
- 4- When using it is necessary to express your request with maximum clarity and focus.
a- Email b- Chat windows c- Telephone d- all of above
- 5- Chatbots are used to respond to requests and are designed to answer questions online.
a- Chat windows b- Email c- Phone d- none
- 6- It is important that your message is in nature when you write to educational service providers
A. Informal. B. Funny C. Formal d- none
- 7- Chat windows on websites provide responses through
A. Chatbots B. Programming C. Excel d- none
- 8- You can use to communicate formally with educational service providers.
A. Excel B. Paint C. E-mail d- none
- 9- is a computer program designed to answer questions over the Internet.
A. Chatbots B. Bonds C. Search engines d- none
- 10- To be is advice given for communicating using chat windows
a- aggressive b-funny c-polite and clear d- none of them
- 11- **Virtual museums are considered.....**
A- Viruses B- Educational service providers C- E-commerce D- Electronic games

Theme3 Lesson 5 : Questions : COMPUTATIONAL COMMUNICATION TOOLS

First: Put the word (True) or (False) :-

- 1- Cloud computing does not have tools for simultaneous communication. (F)

- 2- The basic tools provided by Google Meet and Microsoft Teams are not similar. (F)
- 3- Google Meet requires the camera and microphone to be turned on during a meeting. (T)
- 4- A meeting can be held via Google Meet without the need for internet service. (F)
- 5- You must check the Internet connection before communicating via video conference. (T)
- 6- It is difficult to communicate at the same time using digital cloud computing tools. (F)
- 7- Microsoft Teams is not considered a video conferencing platform. (F)
- 8- Sending a follow up email after a video conference is a necessary step. (T)
- 9- Google Meet is one of the most popular video conferencing platforms . (T)
- 10- To create a meeting using video conferencing software, copy the meeting link and paste it into your browser. (F)
- 11- During a video conference, participants can see you if you turn off the camera. (F)

Second: Choose the correct answer from the brackets:

- 1- is not a video conferencing platform.
A- Zoom. B- Microsoft Teams. C- Instant chat room D- google meet
- 2- It is necessary to first check before conducting any conversation over the Internet.
A- The device is connected to the Internet B- Change the control mouse
C- Turn on the scanner D- turn on speaker
- 3- You must click on the icon to turn off the sound in Google Meet
A- Camera B- Microphone C- Screen sharing D- chat
- 4- is the most famous platform for video conferencing.
A- Twitter B- Google Meet C- Facebook D- EKB
- 5- is one of the famous video conferencing platforms.
A- Word B- Excel C- Microsoft Teams D- FACEBOOK
- 6- To create a meeting in Google Meet, click on the option.
A- New meeting B- Join C- Share d- all of above

7- After creating your meeting copy a that google has provided.

a- link b-text c-page d-line

8- Check your connection to the Internet and the software

A- During a video conference B- Before a video conference

C- After the video conference ends D- After recording the meeting

Theme 3 Lesson 6 : PROGRAMMING AND DIGITAL PROBLEMS AND HOW TO SOLVE THEM

First: Put the word (True) or (False) :-

- 1- It is difficult to recover your passwords. (F)
- 2- It is preferable to store copies of important files on your email. (T)
- 3- Dynamic web content is content that can be changed based on user interactions with the application or website. (T)
- 4- HTML is used to design dynamic web pages. (F)
- 5- HTML is used to create static web pages. (T)
- 6- A static web page displays content that can be changed by the site user. (F)
- 7- To overcome the problem of file corruption, it is preferable to delete them and re-upload them again. (T)
- 8- Programming languages are languages spoken by humans. (F)
- 9- If a device won't charge, one possible solution is updating the device's software. (F)
- 10- JavaScript cannot be used to create dynamic web content (F)
- 11- To create a static web page, the JavaScript programming language is used. (F)
- 12- Programming languages are defined as commands given in the form of sentences to write computer programs. (T)
- 13- One solution to the problem of accidentally deleting a file is to run the Recycle Bin on your computer to temporarily store the deleted files. (T)

Second: Choose the correct answer from the brackets:

1- The first step to solve the problem of a device that does not charge is

A- Check the power source

B- Change the keyboard

C- Replace the device

D- Software update

2- Hypertext Markup Language (HTML) is a language used

A- For oral communication

B- To create web pages.

C- To conduct video conferences

D- all of above

3- It is the content that is placed and remains the same for each user who visits the website.

A- Interactive web

B- JavaScript

C- Static web

D- all of above

4- Using password management applications is one of the solutions to the problem of

A- Device that does not charge

B- Corrupted file

C- Forgotten password

D- all of above

5- Common digital problems is

A- Corrupted file

B- Forgotten password

C- Device that does not charge

D- all of above

6- Using a name for a file that already exists may cause an error message when trying to a file.

a- save

b- open

c- delete

D- print

7- To create a dynamic web page, the programming language is used.....

A- HTML

B- Windows

C- JavaScript

D- Paint

Theme 3 Lesson 7 : Questions : USING PHOTO EDITING TOOLS

First: Put the word (True) or (False) :-

1- GIMP is a very powerful program as it takes up a lot of space on the hard disk.
(F)

2- Merging images aims to combine two images together to look like one image.
(T)

- 3- GIMP can be used on different operating systems to change images. (T)
- 4- GIMP can only be used on one operating system. (F)
- 5- GIMP does not require a lot of space on the hard disk. (T)
- 6- You can use different filters to add special effects to the image. (T)
- 7- You can use GIMP from the Internet without downloading it to your personal device. (T)
- 8- Blending images is not possible with GIMP. (F)
- 9- GIMP is an open source image processing program that can be used on different operating systems. (T)
- 10- GIMP can be used to enhance images. (T)
- 11- GIMP supports different image file types . (T)
- 12- GIMP can create a photo of you and your father at the same age . (T)
- 13- GIMP takes up a lot of space on your hard drive. (F)
- 14- Many sites allow you to use GIMP and edit images directly online. (T)

Second: Choose the correct answer from the brackets:

- 1- An open source program used to edit and process Photos.
a- Gimp b- Photoshop c- Word d- Excel
- 2- An expensive and not free program used to edit and process Photos.
a- Gimp b- Photoshop c- Word d- Excel
- 3- It is an efficient and light program.
a- Gimp b- Photoshop c- Word d- Excel
- 4- You can use different to add special effects to an image.
a- Layers b- Brushes c- Filters d- all of above
- 5- It includes some categories such as blur, distort, artistic, animation.
a- Layers b- Brushes c- Filters d- all of above
- 6- GIMP supports file types such as
A- DOCX B- MP4 C- JPEG d- html
- 7- Graphic designers, photographers and other creative professionals use programs such as Adobe Photoshop
A- Cheap B- Expensive C- Free d- all of above
- 8- People's eye color can be changed using the feature in GIMP.
A- Enhance B- Color C- Merge d- all of above
- 9- Open source program.
A- Adobe Photoshop. B- Windows C- GIMP. D- Paint.
- 10- GIMP program
A- is inefficient B- needs a large storage space
C- is closed source program D- enhances images

Theme 4 Lesson 1 : Questions : Explorer in Action

First: Put the (True) or (False) :-

- 1- You can schedule your desired trips through the Internet. (T)
- 2- Through social networking sites, you can contribute to spreading awareness about improving the environment, (T)
- 3- Ms. Sonika studied engineering, robotics and artificial intelligence. (T)
- 4- **Aloi** helps people use financial services. (T)
- 5- The mobile wallet is an application for sending money only. (F)
- 6- Customers can access services on the Internet from anywhere and at any time. (T)
- 7- Egypt has issued a locally manufactured electric car to support the green economy strategy. (T)
- 8- You can pay for trips online using a mobile wallet. (T)
- 9- Using electric cars is part of Egypt's strategy adopt green economy. (T)
- 10- Using small electric buses could reduce the emissions rate . (T)
- 11- Egypt launched its first locally manufactured electric car in February 2023.(T)
- 12- Using small electric buses could reduce the emissions rate . (T)
- 13- The first locally manufactured electric car worked with fuel . (F)
- 14- The current vehicles can be upgraded with long-lasting lithium-ion batterie.(T)
- 15- The first locally manufactured electric car maximum speed is 60 km/hr . (T)

Second: Choose the correct answer from the brackets:

- 1- using small electric buses could the emissions rate
a- reduce b- Increases c- Doesn't affect d- all of above
- 2- most of the minibus drivers in the capital Kathmandu were
a- Men b- Women c- Kids d- all of above
- 3- Ms. Sonika co-founded the company
A- Agricultural Technology B- Financial Technology
C- Industrial Technology d- all of above
- 4- You can store money on your device using the application.

A- Facebook B- Yahoo C- Mobile Wallet D- Digital footprint

5- The first locally manufactured electric car work with.....

- a- gas b- lithium-ion battery c- fuel d- water

6- As part of its strategy to adopt a green economy, Egypt launched its first ..

- a- fast train b- Satellite channel
c- locally manufactured electric car d- digital educational platform

Theme 4 Lesson 2 : OPERATING SYSTEMS AND SOFTWARE

First: Put the (True) or (False) :-

- 1- The operating system is an unimportant program that can be dispensed with in the computer. (F)
- 2- Programs can be removed from the computer using the control panel. (T)
- 3- Without an operating system, your computer will be useless. (T)
- 4- It is possible for the computer to work easily without an operating system. (F)
- 5- The operating system (OS) is a program that manages the functions of the computer. (T)
- 6- The hardware and software settings in the control panel cannot be changed. (F)
- 7- The operating system (OS) is the one that manages the functions of the computer and its associated devices. (T)
- 8- Smartphones and tablets use one operating system, Android. (T)
- 9- Most laptops and computers have android pre-loaded. (F)
- 10- It is difficult to download some programs necessary to operate the printer on your device via the Internet. (F)
- 11- The operating system is considered the most important program in your computer . (T)
- 12- You can modify the device and programs settings through the control panel.(T)
- 13- Macintosh computers use macOS operating system. (T)
- 14- The changes you make in the Control Panel don't automatically applied to other software in your computer. (F)

- 15- Smartphones and tablets use different operating system as (Android). (T)
- 16- The layout and graphical interface of the Control Panel isn't different in each version of Windows. (F)

Second: Choose the correct answer from the brackets:

- 1- is one of the most important programs on your computer.
A- Photo editing B- Operating system C- Digital wallet d- Excel
- 2- The operating system is an essential part of
A- Software B- Hardware C- Systems d- data
- 3- The operating system (OS) is the program that manage's
A- computer functions B- Manages programs and devices
C- Both are correct d- all of above
- 4- The operating system is the most common on desktop computers.
A- Windows B- Android C – Linux d- all of above
- 5- OS manages different units of computer, such as.....
a. CPU b. memory c. storage d. all of them
- 6- manages computer functions and facilitates easy communication between the user and the device.
A. Microphone B. Printer C. Scanner D. Operating systems
- 7- When you plug a new printer into a PC the Windows will.....
a- downloads the correct software to use it b- uninstall it
c- change its settings d- prevent its specification
- 8- All computer devices and portable computer use operating system
a- macOS b- Microsoft windows c- android d- ios

Theme 4 Lesson 3 : Questions : WRITING AND SHARING REPORTSE

First: Put the word (True) or (False) :-

- 1- WhatsApp is an example of a messaging service. (T)
- 2- It is difficult to download some of the programs necessary to operate the printer on your device over the Internet. (F)

- 3- Text messages allow images, audio clips, and video to be sent to only one person. (F)
- 4- One of the features of WhatsApp is that it encrypts sent messages so that only the recipient can read the message. (T)
- 5- Word formatting tools allow you to put titles and insert images. (T)
- 6- Reports can be written using Microsoft Word. (T)
- 7- You can use messaging services such as WhatsApp to exchange ideas and share information. (T)
- 8- Text messages are sent to only one person and cannot be sent to a group of people. (F)
- 9- Word processing program used to write reports and share information. (T)
- 10- WhatsApp application allows you to send and receive messages for free. (T)
- 11- The WhatsApp services are compatible in android and apple devices with no restrictions. (T)
- 12- From the disadvantages of using WhatsApp that Messages sent are encrypted. (F)
- 13- Microsoft Word program includes editing tools that allow you to check reports are concise and free of spelling and grammatical errors. (T)

Second: Choose the correct answer from the brackets:

- 1- Images can be inserted into a document by clicking on the tab Then clicking on Choose Images.

A- Design B- Layout C- Insert D- DRAW

- 2- Services depend on the device's connection to the Internet.

A- Email B- Paper mail C- Paper magazines D- PRINTED

- 3- is an example of an instant messaging application.

A- Windows B- GPS C- SmartArt D- WhatsApp

- 4- Microsoft Word is used in

A- Sharing information B- Writing reports C- Both D- NONE

5- to view a document before saving or printing

a- Painting tools b- language tools c- preview tools D- INSERT

6- The Program used to type reports.

a- GIMP b- HTML c- JavaScript d- Microsoft word

7- Send and receive free message all over the world is one of the... advantages.

a- paint b- WhatsApp c- electronic games d- programming language

Theme 4 Lesson 4 : Questions : CREATING A PRESENTATION

First: Put the word (True) or (False) :-

1- You can create presentations that rely on movement and sound using Excel. (F)

2- PowerPoint provides options to add movement to sentences and words on slides. (T)

3- In presentations, the font size should not be less than 30. (T)

4- PowerPoint helps you understand the material presented better than plain text. (T)

5- Microsoft PowerPoint can be used to create presentations that express your opinions and ideas. (T)

6- If there are any text errors or layout issues, you can make changes in Review mode. (T)

7- WhatsAppTM can be used to create offers. (F)

8- PowerPoint presentation must exceed 10 slides . (F)

9- PowerPoint has animation options that allow you to add movement to sentences and words on slides. (T)

10- The PowerPoint presentation should exceed 20 minutes. (F)

Second: Choose the correct answer from the brackets:

1- The slide size is changed through the tab.

A- Insert B-PRINT C- Design D- File

2- To save the presentation file, you must click on

A- Insert B- Design C- Save As D- FORMAT

3- The presentation is printed in PowerPoint from the tab.

A- File B- Insert C- Design D- FORMAT

- 4- When writing text in a presentation, the font size must not be smaller than
A-30 B-20 C-10 D- 40
- 5- The recommended rule that must be followed in PowerPoint presentations
A- 10-20-30 B- 20-30-40 C- 5-10-15 D- 30-40-50
- 6- It is a tab in Power Point that allows you to choose the size of your slide.
a- File tab b- Insert tab c- Design tab D- FORMAT TAB
- 7- the PowerPoint presentation shouldn't exceed based on the 10-20-30 rule.
a- 20 slides b- 10 slides c- 10 colors D- 40 MINUTS
- 8- The program allows you to add movement to sentences and words on slides.
A- GIMP B- HTML C- Microsoft PowerPoint D- Microsoft Word
- 9- Fonts smaller than points should not be used
A- 10 B- 20 C- 30 D- 40

Theme 4 Lesson 5 : Questions : CREATING A DATABASE

First: Put the word (True) or (False) :-

- 1- Only simple data (name, email) can be stored in your databases. (F)
- 2- You must write "--" at the beginning of the cell to create a formula in Excel. (F)
- 3- To create a formula in Excel, you must start with the equal sign =. (T)
- 4- Excel does not allow adding text to cells, but it allows adding numbers only. (F)
- 5- Databases store a small amount of information and data. (F)
- 6- Databases store a large amount of information in a computer system . (T)
- 7- Microsoft PowerPoint can be used to create databases. (F)
- 8- Databases store a small amount of information in a computer system . (F)
- 9- All data must be managed in accordance with Egyptian data protection laws. (T)
- 10- Databases can be used to collect information about people, places, or things. (T)
- 11- Excel allows you to manipulate numbers in your database by adding formulas.(T)

Second: Choose the correct answer from the brackets:

- 1- Companies use to record their employees' data.
A- Databases B- Digital blogs C- Social sites D- message service

- 2- Which of the following formulas is a correct formula that can be used in Excel
- A- C5+B6 B- =A3+D2 C- AB3-B1 D- N2**N5
- 3- The symbol is used in Excel to perform mathematical operations.
- A- @ B- \$ C- = D- #
- 4- To create a formula in Microsoft Excel, the ... symbol must be written in the cell.
- A- + B- = C- / D- #
- 5- Databases can be used in Excel to collect information about
- A- People B- Places C- things D- All of the above
- 6- symbol is used for diving numbers in excel formulas.
- a- + b- * c- / D- =
- 7- The program is used to create databases..
- A- GIMP B- Microsoft Excel C- PowerPoint D- Microsoft Word
- 8- To create a formula you must first type "....." in the cell.
- A- = B- # C- / D- *

Theme 4 Lesson 6 : Questions : CREATING DIGITAL PROJECTS

First: Put the word (True) or (False) :-

- 1- You can change the colors of the flowchart in PowerPoint. (T)
- 2- Adding visuals to any presentation makes it attractive. (T)
- 3- PowerPoint is a useful presentation tool to share information with others.(T)
- 4- A flowchart is illustrates a series of steps . (T)
- 5- PowerPoint program don't use images and videos . (F)
- 6- PowerPoint helps understand the represented material better than normal texts . (T)
- 7- Visuals are appealing additions to any presentation . (T)
- 8- Flowcharts are used in visualizing a project or task . (T)
- 9- PowerPoint program create a database for sharing information with others.(F)
- 10- A flowchart is a collections of a video files. (F)
- 11- PowerPoint program allows sharing images and videos with others. (T)

- 12- Normal texts helps understand the represented material better than PowerPoint . (F)
- 13- Power point allows sharing information via animations and graphics. (T)
- 14- When you give a presentation speak clearly, slowly and confidently. (T)

Second: Choose the correct answer from the brackets:

1- PowerPoint uses the tool to create flowcharts.

- A- SmartArt B- Video C- Picture D- SIZE

2- To add information to the flowchart, click on

- A- Picture B- Text C- Video D- AUDIO

3- When giving a presentation, you should speak

- A- Randomly. B- Low voice. C- Slowly D- FAST

4- Not considered visualizations in a Power Point presentation.

- a- Text b- Videos C- PICTURE D- Music

5- via the tab, click on SmartArt to create a flowchart in PowerPoint.

- a- Design b- review c- insert D- FILE

6- The Program used to create presentations.

- a- GIMP b- Microsoft Excel
c- Microsoft PowerPoint d- Microsoft word

7- You can add tool in the presentation by PowerPoint

- a- flowcharts b- viruses
c- Microsoft word d- operating system

8- The Program allows to share information such as text, images, videos and animations.

- a- GIMP b- paint c- Microsoft PowerPoint d- flowchart

9- The used to visualize and plan for a task or project

- a- paint b- flowchart c- image file d- database

كيفية طباعة صفحات معينة من ملف معين مثلا ازاي نطبع الصفحات من صفحة 4 الى صفحة 9

